

Heritage Committee Meeting

13 December 2022

Present: Rohan, Karen, Nan, Neil, Fleur (Chair and minutes), Vicki, Susan, Penny, Felicity, Katie

Apologies: Suzie Alcorn, Adrian Plumb

Minutes:

- October 2022 – Approved
- November 2022 – not tabled, to be approved in 2023

Director's report:

- Licensing contact for childcare centres has been received. The committee noted that there are no changes to the 2019-20 document that was signed (apart from time period referenced). This document needs to be signed by February 2023.
Action: Vicki to send to committee for review
- Bus: Vicki looked at the Toyota bus, and decided it was suitable, cheaper than expected, but expects a 10-12 month wait before it could be delivered. The bus has good safety features. After some discussion the committee advised to wait for remaining quotes to be received for other makes/models of bus and to decide out of session on purchase of bus.

2023 Budget discussion – Neil Dawson

- A paper outlining the proposed budget for 2023 was circulated to members in the lead up to the meeting.
- The 2023 budget proposes a 2.5% increase in childcare fees for 2023 (= \$3.50 per day). In discussing the proposed 2023 budget, Neil noted:
 - Forecast for 2022 was accurate, indicating our approach is sound
 - Occupancy rates are good. The 2023 budget includes 1 vacant position every day in 2023
 - Budget accounts for inflation in relation to consumables
 - 2023 budget predicts \$12,000 loss, but 2022 forecast was \$30k loss and we ended up breaking even
 - 2023 budget – fees will be \$11 per day cheaper than University Preschool, but about the same as Cubby
 - Leave accruals are already expensed (added to our liabilities)
 - Budget contains music and additional services
- Fleur raised the motion that the Committee accept the \$3.50 increase to childcare fees. Rohan seconded the motion. All present voted in favour of the \$3.50 increase.

Action: Neil to prepare words regarding the fee increase before the end of the year for circulation to families.

Other business

- No other matters were discussed at the meeting, however committee members agreed:
 - to read the following three new policies (circulated by Julia):
 - Dangerous products policy and procedures
 - Childsafe environment
 - Privacy and confidentiality
 - to consider their role on the committee in 2023