**Outside School Hours Care W.A. Committee Meeting**

9 April 2022

9.30 am – 11.30 am

Dome Café, 10/2 Bateman Rd, Canning Vale

OSHCwa Objectives

**AGENDA**

1. **Present**

Lisa Bevan, Leigh Metcalf, Tammie Samuels. Jess Scott (has to leave by 11.15), Caresse Lenzo, Shuri Sotokawa

1. **Apologies**
2. **Minutes of the Previous Meeting**
3. **Chairpersons Report – Lisa**

No report

1. **Vice-Chairpersons Report / NOSHSA – Tammie**

Alicia Flowers from South Australia has agreed to host this year's face to face meeting with NOSHSA. She has pencilled in the 3-5/11 after asking us all when we were available. I have agreed to go as a representative for OSHCwa. I will talk to the committee closer to the date to discuss creating a report on behalf of W.A.

I have now created Power Point presentations for OSHCwa on Emergency Management Teams, Guiding Children's behaviour and The Importance of Role Modelling ready for editing and review.

Kylie Keane from NSW presented at the Educational Leader's conference. I sent her through photos and resources on what Educational Leadership looks like to me which she presented under the guise of 'a service in W.A.' I gave permission to be contacted for further information.

1. **Treasurers Report / ECRU Meetings & Covid Procedure – Leigh**

East Fremantle Bowls Club has been booked for the 2nd July 2022 for the Quiz night

Payment of $38.95 for Fun Activities has been paid, shipping for hamper items (Quiz Night)

Current Balance as of 7 April 2022 $2007.57

1. **Secretary’s Report – Jess**

Emails sent out requesting sponsorship to 69 companies so far. 11 sponsorships, 10 declines, 4 in progress/being considered, 44 non-responses. (see attachment 1 for details on companies and results)

Flyer updated with current sponsors logos and adding to banner on website as they come in.

PayPal was not working on Wix so we are unable to release ticket sales yet. Wix support pointed in direction of PayPal set up which has now been completed. Should be 7 days while they process/verify the information. Will update as soon as I hear anything.

One request for a table has come in from Moolanda OSHC via email for a table already – have told them will email when tickets available.

I will email all current members when tickets go on sale.

Picked up Wild cats signed shirt, am picking up Adrenaline Vault and Inflatable World prizes on Tues 12th April. Prizes from Semann & Slattery and Funbox in post. Will take photos of items as we get them for individual marketing – maybe one a week?

1. **Website Management – Shuri**

No report

1. **Marketing & Social Media – Caresse**

No report

1. **Editor / Constitution / Grants – Jenni**
2. **OSHCwa Upcoming Items – April/May 2022 (Committee)**

The following proposed upcoming items for April to be confirmed at our meeting.

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| --- | --- | --- | --- | --- |
| Date | Item | Who | Where | Time |
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| Sat 14th May | OSHCwa Meeting | All committee | Dome, Cockburn | 9:30 – 11:30 am |

1. **2022 Planner Review- Attachment 1 (Committee)**

Approve current items on 2022 planner and update as necessary.

1. **Quiz Night / Membership Launch**

* Deciding which sponsorships items go in which prize section eg. raffle, main prize, door prize, silent auction
* Silent auction vs limited tickets to purchase for prize draw (how would we run the silent auction? Online, just in person? Who can bid – just those attending night or anyone? Prize draw – which items. How much per ticket/ticket no. limits)
* What are any jobs that need doing this month for it?

1. **This month’s free resources / prompts for members**

Have emailed out to members Tammie’s Close Contact plan for vacation care

3 more resources / prompts needed for next 3 weeks.

|  |
| --- |
| 1. Close Contact plan for vacation care |
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1. **Adding of our objectives to the top of each agenda**

Are we happy to do this? Clarity of our purpose.

1. **Not-for-profit vs Charity**

Jenni

1. **New Business/Additional Items**
2. **Review of Resolutions from the Previous Meeting**

eg. following a big discussion in previous meeting where a decision was made, are we all still happy, do we need more discussion, any changes etc?

|  |  |
| --- | --- |
| **Date** | **Council Resolutions from the Previous Meeting** |
| 19.3.22 | Change in constitution objectives/ bi laws |
|  |  |

1. **Review Action Item Check List**

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| --- | --- | --- | --- |
| **Date** | **Actions** | **Who** | **Outcome** |
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1. **How did this format work?**

What did we think of the reports, deadlines, agenda etc. Is there anything we would like to change/adapt?

1. **Details of the Next Meeting**

Next meeting: Saturday 14th May 2022.

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| **OSHCwa** | | | | | | |  | **2022** | | | | | | |  | **PLANNER** | | | | | | | |
| **January** | | | | | | |  | **February** | | | | | | |  | **March** | | | | | | | |
| S | M | T | W | T | F | S |  | S | M | T | W | T | F | S |  | S | M | T | W | T | F | S |
|  |  |  |  |  |  | **1** |  |  |  | 1 | 2 | 3 | 4 | 5 |  |  |  | 1 | 2 | 3 | 4 | 5 |
| 2 | **3** | 4 | 5 | 6 | 7 | 8 |  | 6 | 7 | 8 | 9 | 10 | 11 | 12 |  | 6 | **7** | 8 | 9 | 10 | 11 | 12 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |  | 13 | 14 | 15 | 16 | 17 | 18 | 19 |  | 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |  | 20 | 21 | 22 | 23 | 24 | 25 | 26 |  | 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 23 | 24 | 25 | **26** | 27 | 28 | 29 |  | 27 | 28 |  |  |  |  |  |  | 27 | 28 | 29 | 30 | 31 |  |  |
| 30 | 31 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **April** | | | | | | |  | **May** | | | | | | |  | **June** | | | | | | | |
| S | M | T | W | T | F | S |  | S | M | T | W | T | F | S |  | S | M | T | W | T | F | S |
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| 3 | 4 | 5 | 6 | 7 | 8 | 9 |  | 8 | 9 | 10 | 11 | 12 | 13 | 14 |  | 5 | **6** | 7 | 8 | 9 | 10 | 11 |
| 10 | 11 | 12 | 13 | 14 | **15** | **16** |  | 15 | 16 | 17 | 18 | 19 | 20 | 21 |  | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| **17** | **18** | 19 | 20 | 21 | 22 | 23 |  | 22 | 23 | 24 | 25 | 26 | 27 | 28 |  | 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 24 | **25** | 26 | 27 | 28 | 29 | 30 |  | 29 | 30 | 31 |  |  |  |  |  | 26 | 27 | 28 | 29 | 30 |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **July** | | | | | | |  | **August** | | | | | | |  | **September** | | | | | | | |
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| 10 | 11 | 12 | 13 | 14 | 15 | 16 |  | 14 | 15 | 16 | 17 | 18 | 19 | 20 |  | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |  | 21 | 22 | 23 | 24 | 25 | 26 | 27 |  | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |  | 28 | 29 | 30 | 31 |  |  |  |  | 25 | **26** | 27 | 28 | 29 | 30 |  |
| 31 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **October** | | | | | | |  | **November** | | | | | | |  | **December** | | | | | | | |
| S | M | T | W | T | F | S |  | S | M | T | W | T | F | S |  | S | M | T | W | T | F | S |
|  |  |  |  |  |  | 1 |  |  |  | 1 | 2 | 3 | 4 | 5 |  |  |  |  |  | 1 | 2 | 3 |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |  | 20 | 21 | 22 | 23 | 24 | 25 | 26 |  | 18 | 19 | 20 | 21 | 22 | 23 | **24** |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |  | 27 | 28 | 29 | 30 |  |  |  |  | **25** | **26** | **27** | 28 | 29 | 30 | **31** |
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| Jan 3: New Year's Day | | | | | | |  | Apr 17: Easter Sunday | | | | | | |  | Dec 24: Christmas Eve | | | | | | | |
| Jan 26: Australia Day | | | | | | |  | Apr 18: Easter Monday | | | | | | |  | Dec 25: Christmas Day | | | | | | | |
| Mar 7: Labour Day | | | | | | |  | Apr 25: ANZAC Day | | | | | | |  | Dec 26: Boxing Day | | | | | | | |
| Apr 15: Good Friday | | | | | | |  | Jun 6: WA Day | | | | | | |  | Dec 27: Christmas Day (substitute day) | | | | | | | |
| Apr 16: Easter Saturday | | | | | | |  | Sep 26: Queen's Birthday | | | | | | |  | Dec 31: New Year's Eve | | | | | | | |
|  | | | | | | |  |  | | | | | | |  |  | | | | | | | |
|  | Planning Weekend | | | |  |  |  |  | | | | | | |  |  | | | | | | | |
|  | Webinar | | |  |  |  |  |  | | | | | | |  |  | | | | | | | |
|  | Committee Meetings | | |  |  |  |  |  | | | | | | |  |  | | | | | | | |
|  | Event | | |  |  |  |  |  | | | | | | |  |  | | | | | | | |
|  | AGM | | |  |  |  |  |  | | | | | | |  |  | | | | | | | |
|  | AGM | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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Attachment 1

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| --- | --- | --- | --- | --- |
|  | ***Company emailed for sponsorship*** | ***Reply*** | ***Sponsorship*** | ***Logo*** |
| *22nd March emails* | |  |  |  |
| 1 | Einstein’s Australia | Yes | Possible main sponsor | On website / flyer |
| 2 | OSHC Incursions |  |  |  |
| 3 | Maggie Dent | Yes | Spot on online course | On website / flyer |
| 4 | Nature Play Solutions |  |  |  |
| 5 | Project Scape |  |  |  |
| 6 | Abbey Beach Resort | No |  |  |
| 7 | Jonny Neen | Yes | Free incursion | On website / flyer |
| 8 | Escape Room Fremantle |  |  |  |
| 9 | Axe Throwing |  |  |  |
| 10 | Friends Restaurant | No |  |  |
| 11 | Scitech |  |  |  |
| 12 | Perth Zoo |  |  |  |
| 13 | Kalamunda History Village |  |  |  |
| 14 | AQWA |  |  |  |
| 15 | MTA |  |  |  |
| 16 | Rockingham Complete Angling & Camping |  |  |  |
| 17 | Janiking |  |  |  |
| 18 | Kids n Sport |  |  |  |
| 19 | Zone Bowling |  |  |  |
| 20 | Bounce | Filled out sponsorship request form |  |  |
| 21 | Outback Splash |  |  |  |
| 22 | Perth Ice Arena |  |  |  |
| 23 | West Coast Eagles | Waiting for 2022 sponsorship form to be released |  |  |
| 24 | Dockers | Send off donation request form |  |  |
| 25 | Western Force |  |  |  |
| 26 | Wildcats | Yes | Signed shirt | On website / flyer |
| 27 | Guildford Hotel |  |  |  |
| 28 | Caversham Wildlife Park | No – really would love to but are struggling financially |  |  |
| 29 | Semann & Slattery | Yes | Educational & “nice” gift | On website / flyer |
| 30 | Perth Glory |  |  |  |
| 31 | Child Australia |  |  |  |
| 32 | City of Fremantle |  |  |  |
| 33 | Fremantle Arts Centre |  |  |  |
| 34 | Alex Hotel | No |  |  |
| 35 | QikKids |  |  |  |
| 36 | StoryPark |  |  |  |
| 37 | Fremantle Prison |  |  |  |
| 38 | Bib & Tucker | No |  |  |
| 39 | Crown Casino | No |  |  |
| 40 | Bodhi Spas |  |  |  |
| 41 | Rachellavelle (beauty treatment Freo) |  |  |  |
| 42 | Bugs & Barefeet | Yes | Phone call to decide what to give | On website / flyer |
| *2nd April emails:* | |  |  |  |
| 43 | Water Corp | No (needs to be water-conservation based) |  |  |
| 44 | Nature Play WA |  |  |  |
| 45 | Who Gives a Crap | No |  |  |
| 46 | Little Green Steps |  |  |  |
| 47 | Kids Safe – free playground audit? |  |  |  |
| 48 | Remida – loose parts | Yes | 12 month membership |  |
| 49 | Bodyshop | Can’t find email address |  |  |
| 50 | Educators Domain |  |  |  |
| 51 | Twinkle |  |  |  |
| 52 | Latitude |  |  |  |
| 53 | Adrenaline Vault | Yes | 1 month’s membership ($140 value) | On website / flyer |
| 54 | Varsity Burgers |  |  |  |
| 55 | Snap Fitness |  |  |  |
| 56 | Jungle Gym |  |  |  |
| 57 | Funbox | Yes | Will donate a hamper | On website / flyer |
| 58 | Randstad | Yes | Annual membership |  |
| 59 | Bunnings in our community | Considering |  |  |
| 60 | Holy Moly | No – donating to Headspace this year |  |  |
| 61 | Gym bus |  |  |  |
| 62 | Adventure world | Park will be closed at time of event, so no to this time |  |  |
| 63 | QCan | Lisa emailed |  |  |
| 64 | Fremantle Training - Carren | Lisa emailed |  |  |
| 65 | Water corp |  |  |  |
| 66 | RAC Community |  |  |  |
| 67 | winc | Lisa emailed |  |  |
| 68 | Commonwealth bank 500 grant | Seem to be open to only flood grants at the moment |  |  |
| 69 | Inflatable World | Yes | Passes to Ballajura venue | On website / flyer |