



## ELWOOD PRIMARY SCHOOL COUNCIL MEETING MINUTES

**Date: 10<sup>th</sup> December 2025**

**Venue: Odyssey, 100 Ormond Road, Elwood**

**Time: 6.00pm**

Chairperson: Jeremy  
Minute Taker: Jeremy  
Time Keeper:

	Time	Item	Action (who)	Date due
1	6.00	<p>Welcome, acknowledgement of country, and apologies</p> <p><b>Attendees:</b> Zoe Aitken, Elena Delmercato, Matthew Forsyth, Rosanna Grosso, Jeremy Hunt, Andrea Jackson, Andrew Julian, Ariana Peters, Nicole Richards, Vanessa Stevens, Mel Wilkins, Mandy van Zanen</p> <p><b>Apologies:</b> Charlie Cooper, Simon Horner, Sarah Lohmann</p> <p>A Quorum was present.</p>		
2	6.03	<p><b>MINUTES of previous meeting of 6<sup>th</sup> November 2025:</b></p> <p><b>Motion 2.1:</b> Move that these minutes be confirmed as true and correct of this meeting. Moved: Andrew Seconded: Nicole Carried.</p>		
3	6.05	<p><b>FINANCE</b></p> <p>Andrew and Jeremy gave the Finance Committee report. There are several recommendations from Finance Committee that require motions to be passed prior to end of year processing / roll over. All Finance documents are available in the School Council google drive.</p> <p><b>Motion 3.1:</b> Move that the Finance Committee Report be ratified individually and the minutes accepted. Moved: Ari Seconded: Jeremy Carried</p> <p><b>Motion 3.2:</b> Move that the October 2025 Financial Reports be accepted. Moved: Rosie Seconded: Mel Carried</p>		

	Time	Item	Action (who)	Date due
		<p><b>Motion 3.3:</b> Move that the November 2025 Financial Reports be accepted.  Moved: Andrea  Seconded: Andrew  Carried</p> <p><b>Motion 3.4:</b> Move that the School Purchase Card statements (ending 22<sup>nd</sup> September 2025 and 22<sup>nd</sup> October 2025) Financial Reports be accepted.  Moved: Jeremy  Seconded: Andrew  Carried</p> <p><b>Motion 3.5:</b> Move that the Profit &amp; Loss for fundraising (G3 Camp and Big Night Out) be accepted.  Moved: Mel  Seconded: Nicole  Carried</p> <p><b>Motion 3.6:</b> Move that the 2026 Indicative Budget and Cashflow Statement be accepted.  Moved: Mel  Seconded: Zoe  Carried</p> <p><b>Motion 3.7:</b> Move that the Finance Committee report be accepted.  Moved: Vanessa  Seconded: Rosie</p>		
4	6.15	<p><b>Principal's Report.</b></p> <p>Nicole thanked all members of School Council for their support, integrity, and commitment and passion to Elwood Primary School in 2025.</p>		
		Next meeting: <b>TBA</b>		
5	6.20	Conclusion		