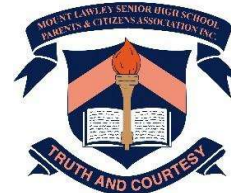




**SVAPA Parent Support Group  
Minutes of Term 2 Meeting 2  
Thursday 7<sup>th</sup> August 2025  
in Green Room of Tricycle Theatre**



Meeting opened at 6.30pm

**Attendees**

Mandy Greenman	Mirian Moretti	Katherine MacArthur	Shahna Gallagher	Mitchell Whelan
Cassie Netolicky	Remke van Dum	Gill Harrowfield	Kathi Moeller Lima	Peter Cardy
Tracey Keary				

**Apologies**

Julie Eglin                      Kristy Riches

**Welcome, acknowledgement of country and introductions**

I respectfully acknowledge the Traditional Owners of the land on which we are meeting today, the Yabbaru Bibbulman Noongar land, specifically in the area known as "Jinjeejerdup" which translates to "place of the honeyeater" and pay my respects to their Elders past and present.

**Conflicts of interest**

None

**Minutes of Previous Meeting**

Motion by Mandy moved to pass the minutes of the previous meeting, seconded by Cassie, all in favour.

**Actions Arising from Last Minutes**

None

**Treasurers Report**

Please see attached for details.

A note is made that more was spent on catering for the crew in 2025 than in 2024. Discussion and feedback showed that Pizza and Juice boxes were enjoyed but there was too much. It is recommended that in 2026 the number to be catered for is checked and the order adjusted accordingly.

The muffins were not popular and could be dropped from the catering for next year.

**Teachers Report**

Midsummers was a great success. The booking system is new, and there has been no confirmation of finances yet. The booking system was manageable, but it did cause some confusion. Cassie asked if instructions could be added to prevent double bookings. Shahna and Mitch will review before Tiny Works.

Filming of Midsummers was completed at no cost by Ben Howdon, who had access to two cameras. Mitch has two recordings with sound and editing, one for the first half and one for the second half, with one being a wide shot and the other moving around. Mitch has since edited the whole show into one recording. The recording would be shared via WeShare, but there has been a terms and conditions change stating that anything shared is then owned by WeShare. Mitch is looking into options on how best to share.

It has been highlighted that this year's recording was a one-off, and a longer-term solution is required for filming. Zara's Father, Lawrence is a cameraman. Availability for next year's Midsummers will need to be broached, perhaps to Lawrence, and to the greater SVAPA community.

The year 9 workshop ran successfully last Friday. This is the first year trialling workshop days rather in replacement for early mornings classes for selected year groups and terms. Feedback from Vis Arts staff was a preference for new format to early morning as they are more easily able to setup/cleanup and work on larger scale works. Friday's clay sculpting wouldn't have worked in an early morning class. Therefore, projects of that nature work better with a day class, rather than early morning. Feedback so far from students is that they also prefer the day format over the early mornings. While dates are not confirmed, years 7 and 8 will replicate the day workshop in term 3, rather than the early morning. Ongoing feedback helpful for future planning of SVAPA 2026 and beyond.

The Saturday SVAPA workshop is coming up, end of term week 9, 20/9/25. Early planning is underway with guest artists to involve; more information to come in due course. It is anticipated it will run for 3 or 4 hours, with a recess. Pending possible date change to calendar, many parents have flagged clashes. Whatsapp group message to go out to indicate how many children have an issue with this date.

The year 7 and 8 camp will be at the end of week 2, term 4. Information will be released soon.

The 2026 SVAPA cohort has been confirmed for the most part, with the welcome night approaching.

Staff are currently preparing for Tiny Works. Mitch advised that the event is modelled on a no longer existing festival called Proximity Fest. This year, it will be only in the upper school building. Mitch has flagged there may be issues with the new ticketing system, given how the show runs with shows over three nights, audience capped at 12 and 4 shows in each program. Out of a class of 26, there will be 1 or 2 kids who decide to work alone; the remainder will be in groups of 2s or 3s. Halfway through term 3, students start coming up with ideas and formulating their plan and writing a grant application. Early morning classes will focus on gamification, how to treat audience members, and devising their work. There will be 6 after-school workshops. In the 2<sup>nd</sup> or 3<sup>rd</sup> week of term 4, Amanda will take marketing photographs. In term 4, four mental artists take on three projects and respond to the works that are being made. An external artist and Mitch will assess if students have articulated the creative idea enough to get the grant \$150 per project (increased from \$100). Students are then able to spend the grant however they see fit for the show. If they don't get the grant, they still make the show but must come up with alternative means to put on the show with no money.

## **General Business**

- The Year 8 families and cohort would like to express their heartfelt thanks to all the staff and everyone involved with Midsummers 2025. It was a truly fantastic event and a resounding success with such a positive impact on the cast.
- The Committee would like to thank Amanda Humphries, on behalf of all the SVAPA students and families, for her stunning Midsummers photography and for the incredible time, effort, and talent she dedicates each year in capturing so many SVAPA memories through her work each year.
- P&C are purchasing a Google Workspace licence so sub-committees can use Google Meet for online meetings. PSG will then need to transfer existing Dropbox files to Google. Yvette advised that this is still in progress.
- Cassie is writing detailed procedures for Midsummers and will compare costs from 2025 and 2024.
- Need somebody to volunteer to take over the t-shirt and bag process, as Eleanor will not be continuing in that role next year. Eleanor is to do the handover. Katherine McArthur to send all year 7 parents a message via WhatsApp seeking a volunteer.

- Class representatives are to send a Whatsapp message to gauge how many students will have grand finals on 20/9/25, which is earmarked for the next Saturday workshop. Shahna will then review the impact and decide if the date needs to be moved.

### **New Financial Motions**

- **Motion S2025.08.01** - Motion to pay Hannah Davidson \$4000 for assistant director services for MSD. Raised by Mandy Greenman. Seconded by Katherine MacArthur. All in favour.
- The teaching staff recommended an increase from \$100 to \$150 credit cards for students to purchase items for their Tiny Works productions for 2025. The Committee agree with this recommendation.
- A Financial motion was passed in the T4M2 meeting to allocate \$1600 for the 2025 Tiny Works. It is noted that this will not be sufficient. So it was moved to dismiss the existing **Motion 2024.11.21.11** in favour of a new motion.
- **Motion S2025.08.02** - Motion to allocate \$2040 for the purchase of 12 x \$150 gift cards, allowing for fees, for 2025 Tiny Works. Raised by Mandy Greenman. Seconded by Gill Harrowfield. All in favour.

### **Other Business**

Meeting closed at 7:30pm

**Next meeting Term 3, Thursday 4<sup>th</sup> September 2025**

## T3M2 SVAPA Treasurer's Report – 07/08/2025

### 1. Current Financial Position

Balance at Bank as reported at T2M1	\$42,042.36
<b>Current Bank Balance as at 7/08/2025</b>	<b>\$37,266.32</b>
Committed Funds	\$35,835.50

<b>Income since last report:</b>			
17/06/2025		Square - T Shirt Sale	<b>\$24.45</b>
01/07/2025		Interest	\$29.38
01/07/2025		Square - MSND Bake Sale	\$290.34
02/07/2025		Square - MSND Bake Sale	\$278.57
03/07/2025		Square - MSND Bake Sale	\$355.02
09/07/2025		Deposit - MSND Cash Sales	\$401.00
01/08/2025		Interest	\$31.24
<b>Total Income since last report;</b>			<b>\$1,410.00</b>

<b>Payments made since last Report:</b>			
06/08/2025	S250320-1 + S250320-2	Transfer to Music Account - Square sales	\$2,626.78
06/08/25	S2025.05.02	Amanda Humphreys Photography	\$1,824.00
06/08/25	S2024.11.21.07	Tracey Keary - 2025 MSND Pizza	\$472.44
06/08/2025	2024.11.21.04	Rebecca Thomson - 2025 Fairy Floss	\$258.00
06/08/25	Motion S2025.05.03	Cassie Netolicky - 2025 MSND Supplies	\$289.12
06/08/25	S2024.11.21.07	Kristy Riches - MSND Ice	\$25.00
06/08/2025	S2024.11.21.07	Cassie Netolicky - 2025 MSND Crew Food	\$60.40
06/08/25	S.2024.07.31.02	Bek Thomson - 2024 MSND Crew Food	\$392.90
06/08/25	S.2024.07.31.07	Bek Thomson - 2024 Y 9 Grad Flowers etc	\$237.40
<b>Total Payments Made since last report</b>			<b>\$6,186.04</b>

<b>Starting Balance + Total Income - Total Payments Made:</b>	<b>\$37,266.32</b>
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<b>Bank Balance as at 7/08/2025 from Reconciled Xero Report</b>	<b>\$37,266.32</b>
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### 2. Update on Access:

Access was granted on 28/07/25 by the P&C for the SVAPA treasurer to upload bills to Xero. Outstanding bills have now been paid!

### 3. MSND 2025 Financial update

<b>MSND 2025 Food for Crew</b>	<b>Who</b>	<b>Amount</b>	<b>Reimburse</b>	<b>Paid to:</b>
Pizza	Trace	\$247.47		
Pizza	Trace	\$224.97	\$472.44	Trace
Ice	Kristy	\$25.00	\$25.00	Kristy
Muffins Drinks	Cassie	\$60.40	\$60.40	Cassie
Total		\$557.84		

Paid under Motion S2024.11.21.07

<b>MSND Supplies including for Bake Sale</b>	<b>Who</b>	<b>Amount</b>	<b>Reimburse</b>	
Decorations	Cassie	\$42.00		
Cups	Cassie	\$14.00		
Party Supplies	Cassie	\$78.02		
Coles - Milk,drinks etc	Cassie	\$155.10		
Total		\$289.12	\$289.12	Cassie

Paid under Motion S2025.05.03

<b>Proceeds from 2025 Bake Sale</b>	
Square (after Square Fees)	\$923.93
Cash	\$401.00
Total Sales	\$1,324.93
Minus Costs	\$289.12
<b>Profit</b>	<b>\$1,035.81</b>

#### **MSND 2024 Costs for Comparison:**

Costs 2024 MSND Crew (? some for bake sale)	
Woolworths	\$23.50
Coles	\$29.80
Coles	\$48.60
Domino's Day 1 \$151.80	\$151.80
Domino's Day 2 \$141.00	\$141.00
Total	\$394.70

#### 4. Motions to Be Released

The following motions have finally been paid! And the remaining amount can be released

- **Motion 2023.2.1.4:** Year 8 Midsummer Night's Dream Production & Editing of Video – **\$500 to be released.**
- **Motion S.2024.07.31.02:** Food for SVAPA Rehearsal - **\$107.20 to be released.**
- **Motion 2024.11.21.04:** Fairy Floss Machine hire and consumables for Arts Festival Day 2025 - **\$142 to be released**
- **Motion S2024.11.21.07:** Food for MSND SVAPA Rehearsal/Production (volunteers and Cert II crew) - \$557.84 reimbursed to members (but note made that some further reimbursements were made under a separate Motion number as "MSND supplies" - **\$42.16 to be released**
- **Motion 2024.11.21.16:** SVAPA T-shirts and Bags 2025. \$1578.50 spent. **\$71.50 to be released.**
- **Motion 2024.11.21.11:** Motion to fund Tiny Works vouchers up to \$1600. **\$1600 to be released.** (New motion made for a higher amount as per the meeting minutes)

#### 5. Unpaid Motions that we are awaiting invoices or further information on:

I have not received any invoices for the following motions and some of them may be able to be released which would reduce the total "Committed Funds". Some of these would usually be processed directly via the school office and so invoices may still be incoming.

- Motion 2024.1.1.2: Semester 2 Saturday Master Classes (2024), \$1500
- Motion 2024.1.1.4: Arts Day Festival – *Big Hoo Haa & Junkadelic* 2024, \$1700
- Motion S.2024.07.31.04: Food for Tiny Works
- Motion S.2024.07.31.03: Year 7 & 8 Art Exhibition – Art Supplies, \$3000
- Motion S.2024.07.31.06: SVAPA Media/Screening Night – November 2024
- Motion S.2024.07.31.08: SVAPA End of Year Student Awards
- Motion S.2024.07.31.09: Food for SVAPA Planning Day
- Motion S.2024.07.31.07: SVAPA Year 9 Graduation Breakfast & Slideshow (Motion was for \$1150 in total = Breakfast \$650, Slideshow \$500. I have received receipts from Bek totaling \$237.40 which were for decorations and flowers, and this has now been paid. The balance of \$912.60 remains as committed funds.

Motion 2024.1.1.2	2024 T1 M1	15th February 2024	\$1500. 00	Semester 2 Saturday Master Classes			\$1,500.00	
Motion 2024.1.1.3	2024 T1 M1	15th February 2024	\$600.0 0	Food for SVAPA Welcome Night	8/11/2024	\$158.68	\$0.00	Motion to Release 2025.03.20 (\$441.32)
Motion 2024.1.1.4	2024 T1 M1	15th February 2024	\$1700. 00	Art Day Festival - Big Hoo Haa & Junkadelick 2024			\$1,700.00	
Motion 2024.1.1.5	2024 T1 M1	15th February 2024	\$450.0 0	Fairy Floss – Arts Day Festival	31/3/24	\$384.00	\$0.00	Motion to Release 2025.03.20 (\$66)
Motion 2024.1.1.6	2024 T1 M1	15th February 2024	\$4000. 00	Hannah Davidson Assistant Director & EMC for MSND	21/8/24	\$4000.0 0	\$0.00	Loaded into CommBiz 21.08.2024, Paid 9/12/24
Motion 2024.1.1.7	2024 T1 M1	15th February 2024	\$1000. 00	Visual Art Class Support	20/10/2024	\$584.92	\$0.00	Motion to Release 2025.03.20 (415.08)
Motion 2024.1.1.8	2024 T1 M1	15th February 2024	\$3750. 00	Complicite Workshop – SVAPA Tour			\$0.00	\$3750, Did this take place, may need to check when Moya when she returns.
Motion 2024.1.2.2	2024 T1 M2	13th March 2024	\$1500. 00	Amanda Humphries 2024 Photography Services	31/3/24	\$1500.0 0	\$0.00	
Motion S.2024.07.31 .02	2024 T3 M1	31st July 2024	\$500.0 0	Food for SVAPA Rehearsal - Midwinters Nights Dream	06/08/2025	\$392.90	\$0.00	\$107.10 to be released
Motion S.2024.07.31 .03	2024 T3 M1	31st July 2024	\$3000. 00	Year 7 & 8 Art Exhibition - Art Supplies			\$3,000.00	
Motion S.2024.07.31 .04	2024 T3 M1	31st July 2024	\$650.0 0	Food for Tiny Works			\$650.00	
Motion S.2024.07.31 .05	2024 T3 M1	31st July 2024	\$1350. 00	Tiny Works Vouchers including Activation Fee	8/11/2024	\$1227.3 5	\$0.00	Motion to Release 2025.03.20 (122.65)
Motion S.2024.07.31 .06	2024 T3 M1	31st July 2024	\$500.0 0	SVAPA Media/Screening Night - November 2024			\$500.00	
Motion S.2024.07.31 .07	2024 T3 M1	31st July 2024	\$1150. 00	SVAPA Y9 Grad Breakfast & Slideshow (Bfast \$650, Show \$500)	07/08/2025	\$237.40	\$912.60	\$237.40 reimbursed to Rebecca, ? rest can be released
Motion S.2024.07.31 .08	2024 T3 M1	31st July 2024	\$165.0 0	SVAPA End of Year Student Awards			\$165.00	
Motion S.2024.07.31 .09	2024 T3 M1	31st July 2024	\$500.0 0	Food for SVAPA Planning Day			\$500.00	
Motion S.2024.07.31 .10	2024 T3 M1	31st July 2024	\$700.0 0	SVAPA T-shirts & Bags			\$700.00	

<b>Motion S.2024.08.28.02</b>	2024 T3 M2	28th August 2024	\$1500.00	Alex Pond – Rebranding & Media Publications	8/12/2024	\$1019.30	\$0.00	Motion to Release 2025.03.20 (480.70)
<b>Motion 2024.11.21.02</b>	2024 T4 M2	21st November 2024	\$1500.00	Term 1 Saturday Master Classes			\$1,500.00	
<b>Motion 2024.11.21.03</b>	2024 T4 M2	21st November 2024	\$1700.00	Arts Festival Day for Performers for 2025			\$1,700.00	
<b>Motion 2024.11.21.04</b>	2024 T4 M2	21st November 2024	\$400.00	Fairy Floss Machine hire and consumables for Arts Festival Day 2025	07/08/25	\$258.00	\$0.00	\$142 to be released
<b>Motion 2024.11.21.05</b>	2024 T4 M2	21st November 2024	\$1000.00	Visual Art Class Support, tools, Posca Pens etc, request from Lynda Kuntjy			\$1,000.00	
<b>Motion 2024.11.21.06</b>	2024 T4 M2	21st November 2024	\$1600.00	Amanda Humphries Photography 2025			\$0.00	Motion Released to release \$1600 15/05/2025, and new motion made
<b>Motion 2024.11.21.07</b>	2024 T4 M2	21st November 2024	\$600.00	Food for MSND SVAPA Rehearsal/Production (volunteers and Cert II crew)	07/08/25	\$557.84	\$0.00	\$42.16 to be released
<b>Motion 2024.11.21.08</b>	2024 T4 M2	21st November 2024	\$3000.00	Year 7 and Art Exhibition art supplies			\$3,000.00	
<b>Motion 2024.11.21.09</b>	2024 T4 M2	21st November 2024	\$600.00	SVAPA Welcome Night in October - catering for future parents			\$600.00	
<b>Motion 2024.11.21.10</b>	2024 T4 M2	21st November 2024	\$600.00	Tiny Works - Food			\$600.00	
<b>Motion 2024.11.21.11</b>	2024 T4 M2	21st November 2024	\$1600.00	Tiny Works - Vouchers			\$1,600.00	
<b>Motion 2024.11.21.12</b>	2024 T4 M2	21st November 2024	\$500.00	SVAPA Media/Screening Night in November 2025			\$500.00	
<b>Motion 2024.11.21.13</b>	2024 T4 M2	21st November 2024	\$650.00	Yr 9 Grad. Bfast 2025 - \$500 for production slideshow (remaining for food)			\$650.00	
<b>Motion 2024.11.21.14</b>	2024 T4 M2	21st November 2024	\$165.00	SVAPA End of year 2025 Student Awards			\$165.00	
<b>Motion 2024.11.21.15</b>	2024 T4 M2	21st November 2024	\$600.00	SVAPA Planning Day Food			\$600.00	



<b>Motion 2024.11.21.1 6</b>	2024 T4 M2	21st November 2024	\$1650. 00	SVAPA T-shirts and Bags 2025	5/2/2025	\$1578.5 0	\$0.00	\$71.50 to be released.
<b>2025</b>							\$0.00	
<b>Motion S.2025.02.20 .02</b>	2025 T1 M1	20th February 2025	\$1800. 00	Term 1 early morning			\$1,800.00	
<b>Motion S.2025.02.20 .03</b>	2025 T1 M1	20th February 2025	\$1800. 00	Term 2 early morning			\$1,800.00	
<b>Motion S.2025.02.20 .04</b>	2025 T1 M1	20th February 2025	\$900.0 0	Term 1 Year 9 day workshop			\$900.00	
<b>Motion S.2025.02.20 .05</b>	2025 T1 M1	20th February 2025	\$900.0 0	term 2 year 9 day workshop			\$900.00	
<b>Motion S2025.03.1</b>	2025 T1 M2	20th March 2025	\$2514. 96	Reimburse Music—Square from 2024 Sundowner	07/08/25	\$2514.9 6	\$0.00	
<b>Motion S2025.03.2</b>	2025 T1 M2	20th March 2025	\$111.8 2	Reimburse Music—Square from 2025 Camp Rock Bake Sale	07/08/25	\$111.82	\$0.00	
<b>Motion S2025.03.3</b>	2025 T1 M2	20th March 2025	\$1000. 00	Sundry expenses, member reimbursements			\$1,000.00	
<b>Motion S250320-4:</b>	2025 T1 M2	20th March 2025	\$676.0 0	to purchase lights for the SVAPA department			\$676.00	
<b>Motion S250320-5</b>	2025 T1 M2	20th March 2025	\$1500. 00	materials, consumables to be used for Year 7-9 SVAPA art classes			\$1,500.00	
<b>Motion S2025.05.02</b>	2025 T2M1	15th May 2025	\$1824. 00	to pay Amanda Humphery's Photography \$1824 for photography services in 2025			\$1,824.00	
<b>Motion S2025.05.03</b>	2025 T2M1	15th May 2025	\$1500. 00	to fund up to \$1500 for MSND supplies	07/08/25	\$289.10	\$1,210.90	Reimbursed Cassie \$289.1
<b>Motion S2025.06.01</b>	2025 T2M2	5th June 2025	\$1800. 00	to fund Term 3 Year 7 and 8 workshop days for \$900 each. Total motion cost \$1800			\$1,800.00	
<b>Motion S2025.06.02</b>	2025 T2M2	5th June 2025	\$900.0 0	to fund Term 3 Year 9 early morning classes, \$900.			\$900.00	
<b>Total Committed funds</b>							\$35,853.50	