

Chairperson's Report October 2011

Committee Structure

The Management Committee had a slight change of the Executive Roles since the last AGM with a new Treasurer (Tiffany Raethel), new Deputy Chairperson (Joanne Hardin), returning Secretary (Natalie Linke), and returning Chairperson (Caprice Davey). There was an influx of new members at the last AGM which meant fresh new ideas and an enthusiastic fundraising committee.

However, Natalie Linke recently resigned from the committee after 4 years of contributions including being Secretary for the last 3 years.

Subcommittees

Achievements for the Management Committee are primarily made through a number of sub-committees,

This has involved members volunteering their time to get together and come up with ideas, review policies, analyse budgets, and ultimately make recommendations to the Management Committee for implementation. As a result we have had the following actions implemented:-

- An extensive review of the budget and determination of fee increases to maintain the financial viability of Prospect CCC & OSHC;
- A self-audit of the Management Committee;
- Fundraising day at the Regency Miniature Train Park;
- An extension and renovation of the Toddler Room yard;
- A signed OSHC interim facilities agreement;

Fundraising Day

The fundraising day at the Regency Miniature Train Park is worth acknowledging specifically as it involved a tremendous amount of work by the Fundraising Committee (Katie Plew, Jocelyn Lewes, Ranjana Pershad, Joanne Hardin, Karen Roberts and Pat Bezzina). An application was required to the train park in order to be chosen as one of two community groups who get the use of the train park for fundraising. The fundraising committee sourced donations from generous local businesses, arranged the entertainment and the catering for the event. Special thanks also go to Kerri Smith who 'added herself to the committee' and assisted in organising donations, Kathryn Linke who worked with the OSHC kids to create craft items for sale, the staff and committee members and relatives who pitched in and helped out on the day and the OSHC kids for making a fabulous calico banner to place on the train park fence. It was a great community event which raised the impressive sum of \$5500.

Acknowledgements

Each year I feel that we have made a significant contribution as a committee and I must thank all the committee members who volunteer their time in attending meetings, participating in sub committees, reviewing reports and policies. The Prospect Community Child Care Centre (including OSHC) depends on people volunteering their time to keep it running. PCCC is already a great service so our contributions whilst needing to be about governance can also focus on strategic improvements to the services.

Thanks also to the staff reps in 2011 (Katie –CC and Kathryn - OSHC) who have provided staff reports throughout the year to the Management Committee and to Ranjana for attending as OSHC manager (with 20 years of service!).

We are fortunate to have our exceptionally organised director Kerri, who continues to successfully lead the Prospect Community Child Care Centre (including OSHC) whilst maintaining required accreditation levels of the Child Care Centre and the OSHC service.

Caprice Davey, Chairperson

BABYSITTING

We have several staff at the centre who babysit children after hours. If you would like to inquire about having a babysitter from the centre please feel free to call or email admin and we will post a note in the staff room for an available staff member to contact you directly. Admin staff cannot give out contact details for individual staff members without their consent.

Please note this is separate from childcare and is an individual agreement between the family and the staff member. As such we would appreciate if any discussion for a babysitting arrangement does not occur whilst the staff member is working in the centre. Staff are able to return your call in their breaks across the day, however they are not able to take personal calls while working with the children.

It is also very important that centre confidentiality is maintained at all times and it is inappropriate to ask staff questions regarding other children or families who use the service, or staff who are employed at the service, as it would be a breach of centre confidentiality policies for staff to answer them.

Did you know that you can send the centre an email if your child is going to be absent from the centre, to update details or to book holidays for your child? Emails can be sent to **admin@prospectcc.com.au**

You can also receive your account and any newsletters or notice via email. Please let an Admin Officer know if you would like to receive communications electronically.



FEEDBACK FORM



Have you got any feedback, suggestions or comments on the centre?
Please jot them down below and pop them into the fee box. Thanks!

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Have you returned your 2012 Booking Form? Please return ASAP to front office so that we can placement offers to the centre families.

Christmas Gift Idea

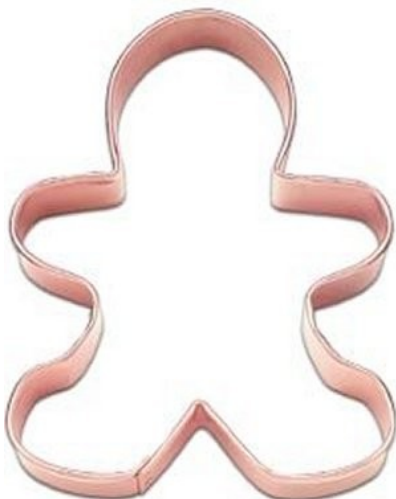
Gingerbread in a jar

- 3 1/2 cups all-purpose flour
- 1 teaspoon baking powder
- 1 teaspoon baking soda
- 2 teaspoons ground ginger
- 1 teaspoon ground cloves
- 1 teaspoon ground cinnamon
- 1 teaspoon ground allspice
- 1 cup packed brown sugar
- 1 gingerbread boy-shaped cookie cutter

Use a clean jar and press each layer down firmly. Put in half of the flour along with the baking powder and baking soda. Add the spices and the remaining flour. Add the brown sugar last. Tie a ribbon around the top of the jar and attach the cookie cutter and the directions below.

Attach these directions to the jar:

Gingerbread Cookies



Empty jar of cookie mix into large mixing bowl. Mix thoroughly. Mix in 1/2 cup softened butter, 3/4 cup molasses and 1 egg. Mix until completely blended. Cover and refrigerate 45 minutes. Preheat oven to 180°C. Roll dough to 1/4 inch thick on a lightly floured surface. Cut into shapes. Place cookies on lightly greased cookie sheet about 2" apart. Bake 10 to 15 minutes. Decorate with icing.