8th Annual General Meeting of Ivanhoe Girls' Grammar School Parents' Association

Tuesday 11 November 2025

Judy Clark Room

6:00 pm

Minutes

1. **Opening and Welcome** – Alison Umbers, President of IGGSPA commenced the meeting at 6.30 pm by welcoming everyone to the 8th AGM of Ivanhoe Girls' Grammar School Parents Association.

2. **Attendees:** Narelle Umbers, Alison Umbers, Karen Frost, Ann Nelsen Page, Kylie Sapuppo, Michelle Young**,** Lynne Pike-Overall, Doris Glier, Kristy Moy, Kathryn Taylor, Tracy Xu, Simon Fredericks, Paola Squires, Janice Bowie, Gurpreet Duo, Nehal Badiani, Anu Khosla, Julie Micucci, Menik Koralege

3. **Apologies:** Linda Fisher, Kathrine Lock, Kerrie Haynes, Claudette Siroki, Kaye Griffiths, Marie Le Bras

4. **Confirmation of Minutes:** Annual General Meeting 2024
   Moved: Kylie Sapuppo
   Seconded: Kathryn Taylor

5. **President's Report (including reports of sub committees) :** presented by Alison Umbers – Report attached.
   A motion to accept the president's report was moved by Simon Fredericks and approved by Doris Glier. All present at the AGM unanimously approved this decision.

6. **Treasurer's Report:** presented by Kristy Moy – Report attached.
   A motion to accept the president's report was moved by Kathryn Taylor and approved by Anu Khosla. All present at the AGM unanimously approved this decision.

7. **Principal's Remarks:** Narelle Umbers thanked the association for organising many events (Mother's day breakfast, Father's day breakfast, GAT BBQ) throughout the year for the students and the wider school community. The school highly values the involvement of the association which brings the school community together. Narelle thanked all the association members for their time and support throughout the year and Michelle Young for continued support as the school liaison officer.

8. **Election of Office Bearers –** Narelle Umbers
   Position of Vice President – Katherine Lock – elected unopposed.
   Position of Secretary - Julie Micucci - elected unopposed.

Meeting Closed at 6.35 pm

IGGSPA

Annual General Meeting 2025

President's Report

It is my pleasure to present the President's Report for this year's IGGSPA Annual General Meeting.

Over the past year, IGGSPA has once again helped to raise funds and community spirit within the Ivanhoe Girls' community through a wide range of events and activities.

Executive

This year, the Executive Committee of IGGSPA was comprised of me, Alison Umbers (President), Kylie Sapuppo (Vice President), Kristy Moy (Treasurer) and Menik Koralege (Secretary) and the Convenors of the Sub Committees.

The Convenors are parents who kindly volunteer to lead and co-ordinate the IGGSPA subcommittees. They are the driving force behind IGGSPA and do much of the heavy lifting, with the support of the School's Alumni and Community Relations Co Ordinator, Michelle Young.

Second Life Uniform

This year, longtime SLU Convenor Kylie Sapuppo handed the reins to new co-convenors Kathryn Taylor and Katherine Lock who have managed a smooth, seamless leadership transition. A huge thank you to Kylie who has worked tirelessly over a number of years as convenor of the SLU, leaning into her valuable retail experience to build a great team and managing several uniform changes over the years.

The Second Life Uniform shop operates from Woolley House in Noel Street. It's also the informal headquarters of IGGSPA where on any given Wednesday during term you'll find a cheerful, helpful team of volunteers. The SLU is a friendly, warm portal through which many new parents step into life at Ivanhoe Girls.

Jam

Simon Fredericks is the new IGGSPA Jam Convenor for 2025, having taken over the role from Linda Fisher who stepped down as Jam Convenor after a number of years in this role.

It seems that an engineering degree is a prerequisite for the Jam Convenor role, a profession to which Simon and Linda both belong. Perhaps not surprising given the need to ensure precise measurements of ingredients, the need to provide detailed and accurate instructions, and to ensure a safe and organised workspace. Simon has given IGGSPA the benefit of his engineering and project management skills this year to lead a terrific Jam Sub Committee in 2025 in a truly inclusive and collaborative way.

The IGGSPA jams remain a signature offering at the School's Open Day and other events during the year. Thank you to Simon and the IGGSPA Jam Team.

Events

Kylie Sapuppo and Claudette Siroky took over as Events Co-Convenors from Lisa Cosentino and Menik Koralege at the end of last year. The last event under the Events SubCommittee led by Lisa and Menik's was the 2024 Christmas lunch which was a wonderful get together enjoyed by everyone who attended.

With the support of their Events sub committee, this year Kylie and Claudette as new Events Co-Convenors organised a number of IGGSPA events including :

- Father's Social Evening at The Terminus Hotel in March
- Mother's Day lunch at Vatutto
- Mother's Day and Father's Day Breakfasts at the School
- Family Movie Night in August
- Parents' Cocktail Evening in October

A great deal of work goes on behind the scenes with each of these events, from booking venues, arranging catering, managing ticket sales and organising raffle prizes. Claudette and Kylie, ably supported by the Events Sub Committee, manage to do it all. Thank you also to Michelle Young who assists IGGSPA in promoting these events on Hive and in the newsletters and who is always there to lend a helping hand.

Parent Education

The Parent Education Co-Convenors in 2024 and again in 2025 were Doris Glier and Menik Koralege. Together with the School's Wellbeing team Doris and Menik organise informative sessions to help parents better understand aspects of parenting that we all share as our daughters navigate their way through schooling and adolescence.

So far this year the following information sessions have been held:

On 28 May 2025: A Parent's Guide to Understanding and Addressing Substance Issues in Young People, facilitated by the School's Head of Counselling Services, Ms Katherine Moio

On 20 August 2025 : Shifting the Lens – Perspective Mindset – presented by external speaker Katrina Gurciullo

The 20 August 2025 seminar was held in person, and the School kindly provided light refreshments. It was great to see so many parents enjoying each other's company prior to the presentation and we hope can continue with this kind of format next year.

Thank you Doris and Menik for all of your work as Parent Education Co-Convenors over the last two years.

Valedictory Dinner

The Valedictory Dinner is an annual event in which IGGSPA plays a big part in conjunction with the School. The Valedictory celebrations have changed format over the years, but still remain a very special night for the VCE students and of course for the parents who have taken on a number of supporting roles throughout the year perhaps as cheerleader, coach, or counsellor (or all three).

The 2024 IGGSPA Valedictory Sub Committee was spearheaded by Lisa Cosentino and Vanessa Harras who organised a wonderful evening for the VCE students and their families in November 2024. Thank you to both Lisa and Vanessa for their efforts in putting together such a big event, which is very special night for students and their families.

Kylie, Claudette and Menik took over as Co-Convenors for this year's Valedictory Dinner which will take place on 5 December 2025. Kylie, Menik and Claudette had preparations in hand at an early stage this year. This great team make it look so easy and IGGSPA is grateful

for all of the time they give to the Association and the School community. Much time and effort goes into selection of considered gifts for the graduating students, the menu, table decorations, lighting, backdrops, photographer and DJ – almost like organising a wedding - but all with the purpose of creating some final, magical memories for the VCE students.

No doubt this year's Valedictory Dinner will be again be a huge success.

New Parents' Sub Committee

The New Parents Sub Committee is led by Co-Convenors Nehal Badiani and Jamie Ross.

The New Parents Sub Committee was created this year, with the aim of giving new parents to the School an opportunity to meet and get to know each other in an informal environment. As inaugural co-convenors, Nehal and Jamie have done a sterling job starting to build a real community for new parents to the School, one coffee at a time. Thank you to each of them.

Fundraising

The 2025 Fundraising Convenor was Lynne Pike Overall. Lynne is a past president and long time contributor to IGGSPA.

This year Lynne organised the IGGSPA Easter Fundraiser where hot cross buns and Chocilo chocolates were made available for purchase by school families and staff. The logistics of purchasing, collecting, transporting and distributing said hot cross buns is not for the faint hearted. Every order and every packet of buns is checked and cross checked to make sure everyone goes home on the day with what they ordered. And this year, once again, the IGGSPA Easter Fundraiser delivered.

Thank you to Michelle and all of the parent helpers who helped on collection day which coincided with the IGGSPA Easter afternoon tea. The raffle, as always, was a popular component of the Easter Fundraiser.

Thank you to all the families and staff members who generously and consistently support the IGGSPA Fundraisers.

The funds raised help IGGSPA to support a variety of school activities such as the school community afternoon teas.

IGGSPA has held four afternoon teas since the last AGM which have been well attended and offer parents the opportunity to chat while their daughters enjoy an after (or before) school snack.

In the last twelve months, funds raised by IGGSPA have gone towards supporting other school activities, such as:

- Funding and organising competitions at the School's Open Day
- Supporting Junior School Easter activities
- Hosting the GAT BBQ in June
- Donation to Red Earth, to support the students participating in the Red Earth immersion program
- Contributing to the cost of speakers who present at Parent Education Seminars

One of the great things about IGGSPA is that it is a tremendous vehicle for connecting parents who want to get involved in the school community and to get to know each other. Indeed, the purpose statement of IGGSPA, as set out in its Constitution is:

"*To work together to enhance the Ivanhoe Girls Grammar School community and provide meaningful connections between parents, friends of the School, staff and students*."

Every activity that IGGSPA undertakes is done with this purpose in mind. The Executive Committee is a hardworking group of past and current parents who generously volunteer their time to help bring vibrancy, fun, connection and information to the School Community and this year has been no exception.

Thank you to Kylie Sapuppo for all her support over the last twelve months as Vice President, and Menik Koralege as Secretary. IGGSPA is indebted to both of you for all the work you have done over many years. A huge thank you to the IGGSPA Treasurer Kristy Moy who is supremely organised and an absolute pleasure to work with. IGGSPA is all the better for her expertise and I'm personally grateful to her for all her support this year.

All parents are warmly invited to get involved with IGGSPA at any time. We are a friendly and hardworking team and appreciate any time you might be prepared to give. It's a great way to get to know other parents and get involved in the school community.

In closing, best wishes to the parents whose daughters are about to embark on their final exams – we are thinking of you.

I am very excited to continue the great work of IGGSPA in 2026 alongside Kristy as Treasurer, the new Vice President and new Secretary and the incoming Convenors of the Sub Committees.

In the meantime, I wish all IGGSPA Members a wonderful Christmas and a relaxing summer holiday.

Alison Umbers, President

IGGSPA AGM Treasurer's Report – Tuesday 11th November 2025

IGGSPA has had a successful year of events and activities, recording a net cash surplus of $53,227.49 for the period 1 November 2024 – 31 October 2025.
However, this figure includes an amount of $55,000 which was received on 31 October 2025 relating to ticket sales for the 2025 Valedictory Dinner. We have also prepaid $14,752.79 in expenses for the 2025 Valedictory Dinner throughout the year. If these amounts are excluded, a net cash surplus of $12,980.28 would have been recorded for all events taking place within the reporting period. This is an amazing result.

Of the events held which generated income from ticket sales, all of them were profitable. The following profits were recorded for events between 1 November 2024 and 31 October 2025:

2024 Valedictory Dinner	$1,202.05
2024 Christmas Lunch	$1,884.45
Father's Social Event	$ 138.16
Hot Cross Buns/Easter Fundraiser	$1,092.19
Mother's Day Breakfast	$ 370.60
Mother's Day Lunch	$1,380.66
Family Movie Night	$ 366.37
Father's Day Breakfast	$ 160.60
Cocktail Party	$ 155.00

IGGSPA's 2025 jam sales are currently recording a profit of $607.36, with more sales expected before the end of the year. $1,584.38 of the 2024 jams were sold at the 2024 Christmas Lunch.

The Second Life Uniform shop continues to be IGGSPA's largest source of profits, with $20,909 in sales, and $11,230.80 paid out in parent commissions, leaving a profit to IGGSPA of $9,678.20.

IGGSPA covered the cost of various activities throughout the year, including $2,119.75 for the Morning and Afternoon Teas, $1,185.25 for the New Parent's Morning Tea, $557.54 for the GAT BBQ and $311.51 for the Egg Guess at Open Day and Easter Egg Hunt. IGGSPA also donated $250 each to the Red Earth Relay and a Hamper for the Friends of Music Jazz Night.

$9,638.32 was also paid back to the School for expenses the School had paid on behalf of IGGSPA prior to 2024.

IGGSPA's cash balance as at 31st October 2025 was $101,914.98 which was represented by:

Westpac Bank account	$58,665.81
Westpac Cash Reserve Account	$32,025.72
IGGSPA Second Life Uniform account - held with the school	$11,223.45
	$101,914.98

IGGSPA received a transfer of $30,000 from the School in June 2025, from funds held by the School from the Second Life Uniform Shop. This $30,000 was used to open a Term Deposit account, which was invested for 3 months and earned $169.35 in interest. IGGSPA also opened an interest bearing account (Cash Reserve Account) at the same time to hold any surplus funds so that interest can be earned on that surplus (albeit at a lower rate than the Term Deposit, but funds are accessible at any time).

A large portion of the current available funds will be required to pay the balances of invoices for the upcoming 2025 Valedictory Dinner. Any surplus in the working account and Cash reserve Accounts after payment of these invoices will be invested in a new Term Deposit.

Thank you.

Kristy Moy
Treasurer, IGGSPA
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IGGS Parents Association - Income and Expenditure Statement

	This Year 1-Nov-24 to 31-Oct-25
INCOME	
2nd Life Uniforms surplus/(deficit)	$ 9,678.20
Xmas Lunch surplus/(deficit)	$ 1,884.45
Mothers Day Breakfast	$ 370.60
Mothers Day lunch surplus/(deficit)	$ 1,380.66
Jams and Preserves surplus/(deficit)	$ 2,191.74
Hot Cross Buns surplus/(deficit)	$ 1,092.19
Valedictory Ball surplus/(deficit)	$ 52,684.01
Father's Social Event surplus/(deficit)	$ 138.16
Family Movie Night surplus/(deficit)	$ 366.37
Fathers Day Breakfast surplus/(deficit)	$ 160.60
Cocktail Party surplus/(deficit)	$ 155.00
Interest on Cash Reserve account	$ 6.37
Interest on Term Deposit	$ 169.35
	$ 70,277.70
EXPENDITURE	
Easter Egg Hunt	$ 155.50
New parents welcome	$ 1,185.25
Donations	$ 500.00
SLU Fridge/Hanging Racks	$ 1,049.94
Open Day Egg Guess	$ 156.01
GAT BBQ	$ 557.54
Morning and Afternoon Teas	$ 2,119.75
Parent Seminars	$ 93.30
Gifts/meetings	$ 1,533.70
Funds owing to IGGS	$ 9,638.32
Square and Humanitix Fees	$ 60.90
	$ 17,050.21
Net Surplus/(Deficit) from trading	$ 53,227.49

IGGS Parents Association - Balance Sheet

As at	**31-Oct-25**
Opening balance at 1 November 2024	$ 48,687.49
Net Surplus/(Deficit) from trading	$ 53,227.49
Closing balance	$ 101,914.98
Represented by;	
Westpac Bank account	$ 58,665.81
Westpac Cash Reserve Account	$ 32,025.72
IGGSPA Second Life Uniform account - held with the school	$ 11,223.45
	$ 101,914.98
	$ -