

North Ringwood Playgroup
2026 Annual General Meeting
28th October 2026 7.00pm

President's report

Committee

- Together we have been a collaborative and productive committee, while individual members have carried out their roles capably and reliably.

- All roles were filled for 2026

- 4 new members joined the committee in 2026

- 4 committee members are stepping down at the end of 2026: Paul (vice president), Alex (treasurer), Jenny (enrollments) Meg (fundraising), Briony (website), Carly (general member)

- 3 committee members are staying on in 2027: Nicole (President), Elsha (Secretary), Lee (email and Facebook)

- have continued to use Glen Frost venue for for committee meetings at the Croydon Library.

Facilitators

- Recruited a new facilitator & coordinator Carly this year, who ran Monday and Friday sessions.

- Carly resigned during term 2 holidays and Jade ran all sessions for term 3 with a heads up she would be on holidays for all of term 4
- Phoebe returned from maternity leave as a facilitator and coordinator for Friday sessions for last week of term 3 and term 4
- Recruited Di as a facilitator for Monday, Wednesday and Thursday sessions. She started last week of term 3 and

- Longstanding facilitator Jade ran Tuesday, Wednesday, Thursday and tiny tots sessions this year. Jade will be continuing in 2027.



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-Rui our back up facilitator helped out once this year and covered on a Monday

- will need to find suitable qualified back-up facilitators for next year

Enrolments

- Successful start to the year with all sessions running except Tuesdays (low enrollments), due to

significant promotion efforts by the committee, and returning members.- Wednesday, Thursday and Friday sessions full, and with waitlists. The committee

will discuss if and how we can increase numbers or run more sessions to allow

more people to join.

- Monday sessions had smaller numbers and was at risk of not running in term 2.

- Tuesday sessions did not run from term 1 onwards due to insufficient enrolments. Friday sessions were cancelled in term 4 due to low numbers. We will open Tuesday and Friday sessions again in 2027.

- Only 3 sessions cancelled throughout the year.

- trialled a $5 casual visit for a week with sessions that had availability. Made some enrollments from this

- No changes to the booking system and process for bookings this year. Time given to

members to enrol was 1 week which allowed us to have a better overview of session numbers and those with low enrolments.

- Jenny has been amazing at the booking system and responded to multiple inquiries coming through email and the website.



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Celebrations

- Celebrated book week, sports week, Mother's Day, Father's Day with themed craft and dress up.
- Grandparents and special friends day in Term 2.)
- Will celebrate Halloween and Christmas in term 4.

Fundraising

- Term 1: Easter Craft ($319)
- Term 2: picture products ($176)
- Term 3: Cadbury boxes ($340.07)
- Term 4: Container Deposit scheme, grill'd and possibly Ferguson plarre tarts
- rollercoaster hire didn't have much interest so we sold it on marketplace.

Grants

- Awarded a Bendigo Bank grant ($2647) in September for the fence renewal.
- Received vouchers from Officeworks and Bunnings
- Paul has scoped out other opportunities for funding and grants to apply for.

Facilities and equipment

- Hire of the hall from the Maroondah Scouts rolled over with no changes.
- Scouts were mostly receptive to feedback and requests for maintenance and



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repairs.

-We are in discussions with council to have the hall hire agreement amended to include that the hall needs to be left in a clean and tidy manner for our use

- outside scout shed was leaking and causing issues to our outdoor storage shed. A call to council had this resolved in a week
- Hot water issues in term 3. Council came and sorted this out.
- Working bee held in January to top up the sand and mulch and tidy the garden.

- A local landscaper refurbished the sandpit over the summer school holidays.

- our Mat was replaced and has made it easier for facilitors to store and clean

- Donations of new books and toys from members.

- facilitors now have branded aprons and name tags which look great

Promotion

- Playgroup Victoria came in term 3 to visit us and do an article on us. This will be shared in the next few weeks

- Carly ran a session during the holiday program at the Realm library in January 2026. We have requested if we can be invited along again

- Main channel for promotion was Facebook. Lee mastered the meta app and

posted regularly and shared to community pages, along with Alex and Nicole. Also found it useful to share stories from our Facebook page for more engagement

- an Instagram account was created this year but we need to link the accounts together

- Flyers were put up in Eastland, North Ringwood Shops, Croydon shops, kinders etc.

- Worked with MCHNs to promote baby play to parents' groups.



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