



WANNIASSA HILLS PRIMARY SCHOOL
P&C ASSOCIATION INC.



MINUTES

General Meeting - Monday, 16 September 2019

Attendance and Apologies

Committee (5):	Marc Dal Cortivo (President), Mac McCann (Vice-President) Jason de Rooy (Secretary), Justine Bourke (Treasurer) and Rebecca Reilly.
Members (4):	Marko Matosevic, Joanne Hann, Jayde Fulton, Kylie Charlesworth.
School (1):	John Manders.
Apologies (1):	Georgina Thomsen.

1. 2. 3. Welcome, Apologies and Confirmation of Minutes

- Marc opened the meeting at 7.05pm and welcomed everyone. Apologies were noted as above.
- Jason provided an overview of the Minutes of the previous meeting. The Minutes were confirmed.
Action: Jason to update posting of Minutes to the P&C website.

4. Treasurer's Report

- Justine tabled a report (Attachment A), and noted the incoming funds of \$2,274 from the Father's Day stall and the completion of 2018 reimbursements of \$3,888.82 to the McGuirk family. More complex flows to support the School Fete are starting.
Action: Marc to provide annual return and other finance materials to Justine to support charities commission and taxation office compliance.

4. Community Activities and Engagement

- The group acknowledged the success of the 2019 Father's Day stall, which generated a lot of fun for the school, gifts for deserving fathers, a financial surplus of around \$1,566 and a large quantity of stock for next year.
- The Term 4 Ride to School Day is all set to go for Wednesday 30 October, with pancake breakfast available from 8.15am.
- The School Fete subcommittee is scheduled to meet on Tuesday 17 September. Currently on track.
Action: John to pass raffle materials to Marc.

5. Services to the School

- Joanne tabled a report (Attachment B) that summarised key actions in the Clothing Pool. The Pre-School shirts have been ordered and packed, but otherwise the last month has been business as usual.

6. Principal's Report

- John noted that Book Week had once again been very successful, with Story Night racking up over 500 sausages sold and \$8,000 in book sales.

Action: Marc to arrange care of the bain-marie.

- The annual Colour Run would be held this Thursday 19 September, and Grandparent's Day was coming.
- The double-glazing of the school was progressing steadily, with noticeable impacts. John also summarised the latest landscaping work and plans, leading to a discussion of the school oval.
Action: John to seek and share a quote with the P&C Executive for additional coring, seeding and fertilising of the school oval over the upcoming school holidays.
- John gave an overview of the school's adoption of the Directorate's SMS student absence system, noting that while there would be an inevitable learning process, the system was well-regarded elsewhere.
- John noted that NAPLAN results would be out this week, and that the school had good results.

7. Any Other Business and Open Mic

- Following 2018's success, Mac offered to manage a 2019 mango fundraiser, which was readily supported.
- It was noted that there was a lack of clarity in the conclusion of the 2019 Entertainment Book fundraiser.
Action: Jason to check emails and resolve.
- An offer from parent Tamara Haitsma to arrange a Scentsy Fundraising opportunity to support the annual Year 6 Gift to the School was welcomed.
- The group discussed the P&C's annual support for the Year 6 Graduation event, and confirmed for 2019 it would commit \$1,700, as well as a further \$300 for gifts. The \$1,700 amount was roughly calculated as \$25 per student (44 students) for food, plus \$300 for decorations and \$300 for a DJ. The Committee nonetheless was open to event organisers seeking additional funding, if justified.

6. Close and Next Meeting

The group agreed to next meet on Monday 28 October (Term 4 Week 3) and hold the group's end of year dinner on Monday 9 December Term 4 Week 9). Marc closed the meeting at 8.30pm.

Attachment A

WHPS P&C TREASURER'S REPORT

16 September 2019 Meeting

1. Financial Statements

The bank account reconciliation is below.

2. Comments

The balance of the P&C **General account** at 16 September 2019 is **\$60,014.53**, down from \$62,555.11 at the 5 August 2019 P&C meeting.

The balance of the P&C **Clothing Pool account** as at 16 September 2019 is **\$5,772.34**, up from \$5,338.34 as at 5 August 2019 P&C Meeting.

Summary of financial transactions in the **general account** since the 5 August 2019 meeting:

Income

Fathers Day Stall	\$2,274.00
Interest	\$7.99

Expenditure

Reimbursement McGuirk family - 2018 expenses	\$3,888.82
Reimbursement Tombola expenses - D&K Williams	\$18.50
Advance K.Altperre - 2020 Mother's Day	\$500.00
Purchase Budget Raffle Tickets	\$415.25

3. Outstanding Items

Nil

4. Commitments

Nil

5. Notes

Nil

6. Other Business

Nil

Attachment B

P&C UNIFORM POOL MONTHLY REPORT

August 2019

16/09/19

Opening Bank Balance 31/07/19	Float	Total
\$5,270.79	\$250.00	\$5,520.79

Receipts

Cash sales banked				
Week 2, Term 3	\$0.00			
Week 3, Term 3	\$0.00			
Week 4, Term 3	\$0.00			
Week 5, Term 3	\$0.00			
Week 6, Term 3	\$0.00			
EFT Banked	\$2,779.00	Interest	Online Orders	Total Banked
Total	\$2,779.00	\$0.10	\$306.95	\$3,086.05

Expenditure

Suppliers		Bank fees	Misc	
LW Reid	\$ 1,113.64	\$ 39.40	WHPS Book Fair	\$2,062.00
				Total Spent
				\$ 3,215.04

Closing Bank balance - 31/08/19	Float	Total
\$5,141.80	\$250.00	\$5,391.80

Stock (approx): \$33,000

- Starting to move summer stock
- Large order in September - preschool shirts (all pre-paid)
- Book Fair used EFTPOS machine (listed in outgoing funds)