



# WANNIASSA HILLS PRIMARY SCHOOL P&C ASSOCIATION INC.



## MINUTES

General Meeting - Monday, 9 December 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 (1): Marco Matosevic.
- Apologies (4): John Manders, Jo Hann, Kylie Chapman and Georgina Thomsen

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

- Marc opened the meeting at 7.23pm and welcomed everyone to the BBQ Nation (a regular donor to the school) for the group's end of year dinner.
- Jason provided an overview of the Minutes of the previous meeting, and the group noted actions either completed or for discussion at this meeting.

**Action:** Jason to update posting of Minutes to the P&C website.

### 4. Treasurer's Report

- Justine tabled a report ([Attachment A](#)), noting the impact of the School Fete, discussed below.

### 4. Community Activities and Engagement

- Mac reported that the [mango fundraiser](#) had almost complete, with only a few trays remaining to be picked up.
- The group noted that the [Ride to School](#) event on 30 October went smoothly and was enjoyed.
- The group had a lengthy discussion on the great successes and minor learnings of the 2019 [School Fete](#), drawing on the draft Treasurer's Fete Report at [Attachment B](#), pending finalisation of the Fete Sub-Committee's report. The Fete was enjoyed by all, and is anticipated to show an approximate surplus of \$13k – a great result. The group affirmed the desire to host the Fete again in 2020. The group agreed to ask John Manders to look to book rides for the next Fete, to be held on Sunday 15 or 22 November 2020 (Term 4, end of Week 5 or Week 6).

**Action:** Marc to check the warranty on the fairy floss machine.

**Action:** John to book rides for 2020.

### 7. Any Other Business and Open Mic

- The group discussed the [end of year teacher thank you](#) event and agreed to contribute \$300.
- The group agreed to the P&C picking up the tab for tonight's dinner.

### 6. Close and Next Meeting

- The group agreed to holding the 2020 AGM on Monday 17 February (Term 1, Week 3).
- Marc thanked everyone for a great deal of work and fun this year, and closed the meeting.

## Attachment A

### WHPS P&C TREASURER'S REPORT

#### 9 December 2019 Meeting

#### 1. Financial Statements

The bank account reconciliation is below.

#### 2. Comments

The balance of the P&C **General account** as at 9 December 2019 is **\$70,086.27**, up from **\$53,123.35** at the 28 October 2019 P&C meeting.

The balance of the P&C **Clothing Pool account** as at 9 December 2019 is **\$10,374.37**, up from **\$4,847.21** at the 28 October 2019 P&C Meeting.

Summary of financial transactions in the **general account** since the 28 October 2019 meeting:

#### Income

Preschool Tea Towel fundraiser	\$890.00
Mango fundraiser	\$913.00
Raffle	\$4,707.00
Fete income (separate to raffle)	18,344.60
Canberra Southern Cross Club	\$777.36
Interest	\$10.70

#### Expenditure

Expressions Australia for Preschool Tea Towel fundraiser	\$685.00
Ride to School Day reimbursement - Georgina Thomsen	\$394.10
Graduation advance to Graduation Committee	\$600.00
Raffle publication notice Canberra Times	\$83.85
Raffle first prize	\$1,500.00
Fete reimbursements to Fete Committee members	\$1,394.80
Fete cash floats	\$3,515.00
BBQ food purchases Alpha Fresh	\$506.99

#### 3. Outstanding Items

Nil

#### 4. Commitments

Nil

#### 5. Notes

Nil

#### 6. Other Business

Nil

# Attachment B – Draft Treasurer’s Fete Report

	2019			2018			Notes	Committee Notes
	Income	Expenses	Profit	Income	Expenses	Profit		
WIPPS Stall	275.00	0.00	275.00	3,602.50	0.00	3,602.50		
Adopt a Fairy	1,771.85	0.00	1,771.85	2,797.70	1,285.30	1,492.40	Some expenses used for later events (meat, cotton, & drink)	Will continue next year with left over stock plus new stock Change prices to \$5 popcorn, \$6 on day or later and no entry fee to be left
Art Show (incl colouring in comp)	2,782.00	1,035.39	1,746.61	767.70	0.00	767.70		
BBC	890.20	0.00	890.20	171.70	0.00	171.70		
Books	120.10	0.00	120.10	2,232.30	0.00	1,232.30		
Busting	1,038.15	0.00	1,038.15	965.65	297.20	668.45		Budget needs to be increased and stricter guidelines required to make it harder depending on age
Cake Stall	712.50	517.61	184.89	940.40	420.34	520.06		Ask for donations of curries or change to different foods which can be kept warm in the warmer, such as spring rolls, sausage rolls etc
Chocolate Trailer	695.00	581.87	53.13	604.75	838.00	(233.25)		Discontinued next year
Curries	57.00	42.97	14.03	595.05	0.00	595.05		Will run again as we have enough stock left for another year Change entry to \$3
Kids corner (Cookie)	162.00	39.00	123.00	415.50	107.80	307.70		
Kids corner (P/Plaster)	375.75	858.00	(482.25)	604.75	838.00	(233.25)		
Peeking Zoo	670.95	0.00	670.95	4,926.00	2,329.43	2,400.57		
Plants	204.50	20.00	184.50	435.50	107.80	307.70	Some fairy floss sold Popcorn & fairy floss bags in tin generous costs	Fairy floss machine decommissioned
Popcorn, Quench *	4,707.00	2,375.38	2,331.62	2,228.50	0.00	2,228.50	Expenses claimed for halpenny only	Change the format to temper station?
Raffle	184.00	120.00	64.00	274.05	63.80	210.25		Stick with the no showbags
Tattoos, Hairpray and Nails	945.50	236.51	708.99	2,062.35	1,215.69	842.66		Keep prices higher for longer
Tombola	1,116.05	0.00	1,116.05	2,228.50	0.00	2,228.50		
Trash 'n' Treasure								
WIPPS Oh!st								
General expenses *		65.00	(65.00)		512.88		Not fete specific - to be used across multiple events (cleaning products, high vis vests, seat belts, etc)	
Non WIPPS								
Guides	4,200.10	2,280.00	1,920.10	2,674.00	1,898.00	1,776.00		Safety needs increasing, kids riding alone at too young age.
Scarfholders	400.00	0.00	400.00	450.00	0.00	450.00		
Coffee van *	220.00	0.00	220.00	140.00	0.00	140.00	Net deposit into bank account	
Edzaro Mia	600.00	0.00	600.00					Definite keeper and already booked in for next year Additional notes: -tollit signs are needed, -chairs to block library, -water bubbler for better retail
Tornado Puzato								

13,744.92

Treasurer's draft 2019 Fete Report  
2019 expected profit, nothing not all income and expenses finalised: \$13,500-\$14,000  
2018 profit approx: \$15,000-\$15,500

\* not finalised