



WANNIASSA HILLS PRIMARY SCHOOL P&C ASSOCIATION INC.



MINUTES

General Meeting - Monday, 29 October 2018

Attendance and Apologies

Committee (4):	Marc Dal Cortivo (President) Mac McCann (Vice President), Jason de Rooy (Secretary), Justine Bourke (Treasurer).
Members (6):	Georgina Thomsen, Tamara Haitzma, Deborah Putt, Kylie Wade, Jayde Fulton, Kylie Charleworth and Rhonda Charlesworth.
School (1):	John Manders.
Apologies (3):	Emma Kate McGuirk, Rebecca Reilly, Deb Frankel, Marko Matosevic, Felicity Matosevic and Karen Carmody.

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, noting actions either completed or for discussion at this meeting. Marc noted that he had delegated the teardrop banner quote seeking to Karen. The minutes were then 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 that the accounts were starting to get busy in the lead-up to the school fete.
- The group discussed the value of gaining a debit card for the Association, to allow for speedier purchasing of items by volunteers, but decided that (a) the current practice of electronic reimbursement to volunteers when they provide receipts works quickly in most circumstances and (b) there is an option for the Treasurer to purchase gift cards which can then be used (with receipts still passed to the Treasurer) by volunteers who prefer to not pay and be reimbursed.

4. Community Activities and Engagement

- Georgina debriefed the group on the second Ride2School day, held on Wednesday 24 October, using the report circulated to the meeting.
- Mac noted that the mango drive had been very successful, with a likely surplus to the Association of around \$1,020. The mangos would arrive in the first week of December.
- The School Fete volunteers reported that signage was up, the petting zoo booked, jars were needed, raffle tickets were flowing in, and the art show is definitely go. The group agreed to the spending of \$100 for Limelight Cinema vouchers for the volunteer thank-you raffle. Marc also wanted to be reminded to book the raffle barrel and arrange the prizes.

Action: Marc to get his raffle jobs done.

- John confirmed the End of Year Concert would be held on 12 December.
- Tamara reported on preparations for the Year Six Graduation, which would be held on 19 December, giving an overview of planning and budget. The group agreed that teachers would attend for free.

5. Services to the School

- The group noted that the Clothing Pool volunteer transition from Karen to Jo had begun, and that the recent stocktake demonstrated a significant reduction in stock.
- The group applauded the recent School Musical, recognising its great success and thanking all involved. John noted the school was recording a number of lessons learned for next year, and hoped that a DVD of the production would soon be available to families for a small fee.

6. Principal's Report

- John noted recent activities at the school, including the Colour Run and Grandparent Day, and that Market Day raised around \$1,400 for the Year 6 group. The Christmas Concert and the Year 6 Graduation were the remaining major events for 2018.
- Teachers have commenced preparing Semester 2 reports, and Preschool and Kindy school information went out last week.
- The 120,000 litre watertank was installed on the school holidays, along with top-dressing for the oval and rejuvenation of the old sprinkler system.
- 24 trees would be planted around the school boundary soon after the school fete.

7. Any Other Business and Open Mic

- The group agreed to host the annual thank you breakfast for the school staff on 20 December.

6. Close and Next Meeting

- The group agreed to the following dates for next meetings:
 - Committee Meeting - Monday 3 December (Term 4 Week 8)
 - End of Year P&C Breakup Dinner - Monday 10 December (Term 4, Week 9)
 - Annual General Meeting - Monday 18 February 2019 (Term 1 Week 3)

Attachment A: Treasurer's Report 29 October 2018

WHPS P&C TREASURER'S REPORT

29 October 2018 Meeting

1. Financial Statements

The bank account reconciliation is below.

2. Comments

The balance of the P&C **Main account** as at 29 September 2018 is **\$49,337.97**, up from \$46,183.98 as at 10 September 2018 P&C Meeting.

The balance of the P&C **Clothing Pool account** as at 29 September 2018 is **\$2,976.31**, up from \$1,450.33 as at 10 September 2018 P&C Meeting.

Summary of financial transactions in the **main account** since the 10 September 2018 meeting:

Income

Deposit - Murder Mystery Night	\$1,191.00
Canberra Southern Cross Club	\$442.53
Reimbursed duplicate payment - National Equestrian Centre	\$1,290.00
Deposit - Fathers Day Stall takings	\$2,637.90

Note: interest is currently approx. \$14.00/month

Expenditure

WHPS - gift for School Musical	\$2,000
Budget Raffle Tickets - Fete	\$415.25

3. Outstanding Items

Nil

4. Commitments

Nil

5. Notes

Nil

6. Other Business

Nil