



WANNIASSA HILLS PRIMARY SCHOOL P&C ASSOCIATION INC.



MINUTES

General Meeting - Monday, 17 June 2019

Attendance and Apologies

Committee (6):	Marc Dal Cortivo (President) Mac McCann (Vice President), Jason de Rooy (Secretary), Justine Bourke (Treasurer), Rebecca Reilly and Karen Carmody.
Members (5):	Georgina Thomsen, Joanne Hann, Charlesworth and Marco Matosevic.
School (1):	John Manders.
Apologies (2):	Jill Hayes and Jayde Fulton.

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. The draft Minutes were updated to reflect the discussion about the Father's Day Stall, and 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 the projected surpluses generated by a number of recent fundraising activities, including approximately \$689 on the Special School Lunch, \$415 on the Preschool Plate (up from \$195 the previous year), \$1,388 for the School Disco, around \$1,000 for the Election Day BBQ (plus excess stock) and \$1,952.55 for the Bunnings BBQ. Justine noted that she anticipates reimbursing Emma-Kate McGuirk around \$3,500 for fundraising materials from 2018, which she was working to resolve.

4. Community Activities and Engagement

- The Special School Lunch on Wednesday 15 May went very well, with over 300 lunches offered.
- The Election Day BBQ on 18 May went well, if a little quieter than previously (Jason noted the AEC reported 1,780 votes cast at WHPS in 2019, down from 1960 in 2016 and 2110 in 2013). The cake stall was exceptional.
- The School Disco on Friday 14 June went well. Surplus was down slightly on the previous year, but there was notable leftover stock which will be used for the Fete.
- The Bunnings BBQ on Sunday 16 June also went well!
- The Murder Mystery Night on Friday 6 September (Term 3 Week 7) was reported as on track.
- The annual Father's Day Stall (Term 3 Week 7) was reported as on track. The Committee approved a \$500 advance for the purchase of stock.
- The School Fete subcommittee met the previous Tuesday and confirmed various bookings. The subcommittee had agreed to booking Obstacool and the group concurred. John confirmed the school and staff were on track for the Art Show.

5. Services to the School

- Joanne tabled a report (Attachment B) that summarised key actions in the Clothing Pool.

6. Principal's Report

- John noted the Junior side and carpark construction progress, hoping to conclude in the next week or two.
- Work on the Senior side landscaping commenced today.
- Planning was underway for the amphitheatre, top area and maze. Work was yet to be scheduled.
- Significant double-glazing work was scheduled for the July school holidays. John also noted that the recent three-year budget saw WHPS lists as one of nine school promised a new and more energy-efficient heating system.
- John reported on a false fire alarm on Friday 14 June. The brigade attended in less than five minutes.
- Teachers were on track with preparing report cards, ahead of parent-teacher meetings scheduled for next week. 120 of 200 interview timeslots were booked online within the first few hours of notification.

7. Any Other Business and Open Mic

- Marc and the group acknowledged the pending departure of Karen Carmody and her family from the school. Karen has been an exceptional contributor to the school and the P&C, and was presented with flowers by Mac. Best of luck Karen – you will be greatly missed!

6. Close and Next Meeting

The group agreed to next meet on Monday 5 August 2019 (Term 3, Week 3) and Monday 16 September (Term 3 Week 9). Marc closed the meeting at 8.18pm.

Attachment A

WHPS P&C TREASURER'S REPORT

17 June 2019 Meeting

1. Financial Statements

The bank account reconciliation is below.

2. Comments

The balance of the P&C General account as at 17 June 2019 is \$71,744.70, up from \$65,567.54 as at 13 May 2019 P&C Meeting.

The balance of the P&C Clothing Pool account as at 17 June 2019 is \$5,850.11, up from \$4,887.50 as at 13 May 2019 P&C Meeting.

Summary of financial transactions in the general account since the 13 May 2019 meeting:

Income

Bunnings BBQ deposit	\$2,231.65
Disco deposit	\$2,477.35
Preschool Plate Fundraiser deposit	\$1,745.00
Special Lunch deposit	\$689.90
Election BBQ EFTPOS settlement from Uniform Pool A/C	\$260.50
Election BBQ deposit	\$3,419.45
Interest	\$16.88

Expenditure

Bunnings BBQ float	\$280.00
Disco DJ fee	\$320.00
Disco Float	\$200.00
Disco advance	\$450.00
Bain Marie trays	\$104.28
Preschool Plate Fundraiser invoice	\$1,330.00
Election supplies reimbursement	\$139.02
Election BBQ float	\$380.00
Alpha Fresh - meat for BBQs	\$1,460.27

3. Outstanding Items

Reimbursements to McGuirk family still to be finalised

4. Commitments

Nil

5. Notes

Nil

6. Other Business

Nil

Attachment B

P&C UNIFORM POOL MONTHLY REPORT

May 2019

17/06/2019

Opening Bank Balance (01/05/19)	Float	Total
\$4720.67	\$253.40	\$4,974.07

Assets as at 17/06/19

Stock (approx, sale value): \$31,000

Receipts

	Cash sales banked			
Week 3, Term 2	\$0.00			
Week 4, Term 2	\$200.00			
Week 5, Term 2	\$0.00			
EFT Banked	\$578.50	Interest	Online Orders	Total Banked
Total	\$778.50	\$0.18	\$185.24	\$963.92

Expenditure

Suppliers		Bank fees	Misc - election BBQ	
LW Reid	366.39	49.11	\$260.50	
				Total Spent
			\$	\$676

Closing Bank balance - 31/05/19	Float	Total
\$5008.59	\$253.40	\$5261.99

Stock (approx): \$33,000

- It was a fairly quiet month - but some winter stock moving
- \$260.50 was just election BBQ in and out - credit card machine
- There are some old style shirts (only around 6 in total) - propose selling at \$15 each
- One parent has requested a hoodie be added to range. The price would be higher than other jumpers
- Outstanding bill to be paid with LW Reid: \$474.35 due August, \$303.30 due September