



General Meeting

Tuesday, 16 June 2015

In attendance

Rebecca Hembling (RH)
Nicole Royan (NR)
Christy Jessep (CJ)
Sarah Dunne (SD)
Debbie Sykes (DS)

Lynne Graham (LG)
Heather Locker (HL)
Kirsty Powles (KP)
Sallie Wilson (SW)
Kim Birstins – Crabtree (KB)
Melinda McCormick (MM)
John Richards (JR)

Kath Wilson (KW)
Maryanne Topple (MT)
Amanda Kulibeb (AK)
Tara Kunkun (TK)
David Bourke (DB)

Agenda Items

1. Welcome & Apologies

RB opened the meeting at 7.00pm.

Apologies were received from the following members: Julie McQuilty, Sandra Forman, Deb Whittam, Marnie Szeles, Michael Brown, Tanya Kerr, Sally Fallah and Liza Fox.

2. Minutes of the Previous Meeting

Motion: To accept the minutes from the previous meeting.

Moved: Debbie Sykes

Seconded: Nicole Royan

Motion carried.

3. Actions and business arising from the minutes of the previous meeting

RH discussed how the P&C had agreed they would put some funding into improving the sick bay. SF and RH have ordered two new beds and linen and they will be arriving in the next few days. Over the next few weeks they will look at new cupboards. Total refurbishment will come in under \$1000.

4. Correspondence

RH received an email about the parking bays out the front of the preschool. A suggestion has been made to paint lines for four car spaces. RH made the suggestion that no parking could be painted at the back of the four spaces so that will eliminate double parking.



5. Principal's Report

MT presented the Principal's Report

THANK YOU

SF would like to thank P&C for last Friday's disco and for the sick bay beds which are arriving this week.

K-2 ATHELTICS CARNIVAL

The K-2 athletics carnival is planned for this week. Weather is not looking good so there is a possibility it will be postponed.

CISP PROJECT

The CISP speech pathologist has started working with Year 1 on persuasive writing. Other teachers have been observing.

BANDFEST

The performing band will be performing at Bandfest on Wednesday of Week 10.

SCHOOL REPORTS

School reports will be sent home on Thursday of week 10.

STAFF DEVELOPMENT DAY FOR TERM 3

Term 3 staff development day will be held on the first Monday of term 3.

OPEN DAY ASSEMBLY

There will be an open day assembly on Wednesday, 29/7. Year 6 will hold a Cake Day as a fundraiser for their Year 6 farewell. SF asked if the P&C would be interested in providing the tea and coffee.

SENIOR GIRLS DANCE GROUP

The senior girls dance group will be performing at the Dance Extravaganza at 7.00pm Friday, 7 August at the Sutherland Entertainment Centre.

KINDERGARTEN ENROLMENTS

2016 kinder enrolments are at 24 in area and 22 out of area.

P&C MEETINGS

SF suggested holding P&C meetings on alternating mornings and evenings for example a Tuesday night and possibility of a Friday morning at 9.30. This will allow other parents to be able to attend.

MOVIE UNDER THE STARS NIGHT

Movie under the star was a good event. If you are looking at it for next year it would be a good idea to start coordinating now and not leave it till next year. SF impressed with it and proud of the community feel of the night.



CHAPLAIN

Liza Fox is running MPower for the year 6 girls. It will run at lunch time in Term 3 and there will be one session a week.

Liza also looking at doing Project Christmas again. SF suggests two boxes per class. One for a boy one for a girl.

6. Chaplain's Report

Nil

7. Treasurers Report

RH presented the Treasurers report (see attachment 1).

HL reminded P&C of the responsibility of having expenses voted on by the executive committee so that all purchases are approved before purchases are made. This needs to be document for auditing purposes.

Motion: Any purchases under \$50 can be reimbursed using the appropriate reimbursement form.

Moved: Nicole Royan

Seconded: Sallie Wilson

Motion carried.

Motion: Any purchases over \$50 to be approved by members of the executive committee..

Moved: Heather Locker

Seconded: Sallie Wilson

Motion carried.

Motion: Any purchases between \$50 and \$200 can be approved by two executive members.

Moved: Heather Locker

Seconded: Nicole Royan

Motion carried.

Motion: Purchases over \$200 must go to a vote by financial members.

Moved: Heather Locker

Seconded: Rebecca Hembling

Motion carried.



Motion: To accept the Treasurers Report.

Moved: Lynne Graham

Seconded: Sallie Wilson

Motion carried.

8. Fundraising Report

FUNDRAISING TO DATE

We have raised \$12,182 so far this year.

Movie night - \$5544

Term 1 disco - \$1020

Easter raffle - \$1858

Mother's Day stall - \$1367

Term 2 disco - \$1624

Incentives and 5 cent Friday - \$420

Entertainment Book - \$347 – there are still 6 books available

UPCOMING EVENTS

Father's Day stall will be held on Tuesday, 1 September. There are 136 gifts left over from last year. Still need to order about \$1100 worth of stock. Looking for gift suggestions.

Bunnings BBQ will be on Saturday, 17 October at Kirrawee Bunnings.

OTHER IDEAS

RH suggested that we include games ie trivia for the senior disco to increase numbers. DJ also had some ideas to accommodate this. TK suggested we do a survey with the senior kids to see what they want and then met with Alex the DJ to discuss. Look at doing it from year 4 upwards.

FUN RUN

Need to decide on a date for the fun run fundraiser. Kids ask for \$1 per kilometre. Date is an issue due to a lot of things on.

BELVITA BISCUITS

SD is looking at donating them to Shire Life as we have been unable to sell them.

SHARKS TICKETS FUNDRAISER

Sharks are proposing to give us some tickets for a home game on 12 July where we can sell them and keep any money made. If we sell 50-100 tickets we can get a shout out on the billboard or have a section given to us to all sit together.



SCHOOL BUY

School buy is a shopping incentive for on line shoppers. You go on to website and select GNPS and from their go to the retail website. If you go in through school buy we get some money for each purchase.

Motion: To give Sarah Dunne permission to purchase 100 sharks tickets at a cost of \$1000 and to sell as a fundraiser within the school.

Moved: Sallie Wilson

Seconded: Kim Birstins-Crabtree

Motion carried.

9. Canteen Report

NR presented the canteen report (see attachment 2).

Motion: To approve the purchase of a first aid kit for the P&C at a cost of \$149.00..

Moved: Sallie Wilson

Seconded: Christy Jessep

Motion carried.

Motion: To accept the Canteen Report.

Moved: Debbie Sykes

Seconded: Sarah Dunne

Motion carried.

10. Uniform Shop Report

Uniform Shop report was presented by MM (see attachment 3). MM suggested closing the shop on the Wednesday morning and just continuing with Fridays. Fridays are generally busier than the Wednesday morning. An assessment will be made over the coming weeks.

Motion: To accept the Uniform Shop Report.

Moved: Nicole Royan

Seconded: Debbie Sykes

Motion carried.

11. General Business

Next meeting will be Tuesday, 21 July 2015 at 7pm.

RH declared the meeting closed at 9.00pm.

**Action Items 2015**

Item	Action	Responsible Person	Status Update
1	Online ordering for uniform	RH	Still outstanding
2	Swimming caps for zone carnival	NR	Still outstanding
3			
4			
5			

GyMEA North Public School P & C Association
 Bank reconciliation as at 31st May 2015

Opening Balance		\$	28,671.58
Add deposits for month			
bank interest		\$	24.81
5c Friday		\$	96.55
Mothers day stall takings		\$	231.20
Disco BBQ		\$	165.05
Scholastic book banking		\$	415.00
Mothers day stall takings		\$	2,424.75
Ritchies Stores donations		\$	16.26
5c Friday		\$	86.95
5c Friday		\$	50.30
Athletes Foot commission		\$	300.00
5c Friday		\$	37.60
Total deposits		\$	3,848.47
Less payments for month			
Canteen wages		\$	343.86
Stapletons meat for Movie night BBQ		\$	620.00
Canteen wages		\$	343.86
Mel McCormick-easter eggs & mothers day		\$	140.00
Marnie Szeles-Disco expenses		\$	18.37
Canteen Superannuation Jan		\$	130.68
Canteen Superannuation Feb		\$	130.68
Canteen Superannuation Mar		\$	130.68
Canteen wages		\$	343.86
Scholastic book banking		\$	415.00
Canteen wages		\$	343.86
Christy Jessop-Pizzas etc for Relay for Life		\$	246.00
Total Payments		\$	3,206.85
Current Bank statement balance		\$	29,313.20
Add outstanding deposits			
Less unrepresented cheques			
R Hembling movie night expenses	626753	\$	300.90
R Hembling movie night expenses	626754	\$	50.00
Sallie Wilson Relay for Life expenses	626758	\$	18.64
Marnie Szeles-relay for Life exp	626759	\$	75.74
		\$	445.28
Balance		\$	28,867.92
Less commitment to school for playground upgrade		-\$	20,000.00
		\$	8,867.92

Canteen report as at 31 May 2015

Details	DR	CR
Opening Bank Balance as at 1 May 2015		\$12,029.70
Plus Income:		
Interest		7.58
Takings during May		5,002.35
Less Expenditure:		
Chq 327320 Tropical Slush Inv 5547	468.00	
Chq 327321 Global Inv 66790 (partial payment)	604.02	
Chq 327322 Unilever Inv 3502119734	<u>167.16</u>	
Subtotal	<u>\$1,239.18</u>	<u>\$17,039.63</u>
Closing Balance as at 31 May 2015		<u>\$15,800.45</u>
Less Outstanding Cheques:		
#327324 Global Inv 67236	591.42	
#327325 Loftus Pies Inv 14501	554.30	
#327326 Global Inv 67472	265.43	
#327327 Global Inv 67684	400.96	
#327328 GNPS P&C T4 2104 wages	4,392.82	
#327329 GNPS P&C T1 2015 wages	<u>3,388.75</u>	
	<u>\$9,593.68</u>	
Funds Available:		<u>\$6,206.77</u>

Cake Day was very successful. Profit of \$362.20

Uniform Shop Report

Financial Details for May 2015	
Sales Figures	\$ 1,975.00
Profit Total	\$ 491.49
Account Balance as @ 31/03/15	\$13,226.67
Outstanding Cheques Total	\$
Outstanding Invoices	\$ 266.30
Stock Value	\$31,772.54