

**Condobolin Public School  
P & C Association  
General Meeting Minutes 4<sup>th</sup> June 2018**

**Meeting opened: 5.05pm**

**Present:** Sarah Newham, Michelle Horvat, Lucy Leighton, Marg Baxter, Ros Patton, Jessica Neilson, Lisa McFadyen, Michelle Horvat, Sasha White, Sonia Berkner, Lisa Small

**Apologies:** Jeff Ward, Deb Manwaring, Jo Kiss, Amanda Brick, Cee Whippy, Kelly Jarick

**Previous minutes:** Have been read and are correct

Moved: Michelle Horvat

Seconded: Marg Baxter

**Business arising from previous meeting:**

Jackets – Totally Workwear – do not need a minimum order. Price range \$42-\$52. Retail @ \$60

LWR (Sydney)– need min order – Cee to follow up.

Cardigan option – do we order more?

Current Jumper options;

Jacket – blue/gold/white

Jumper – polar fleece

Condo Clothing – option to see if they can source jackets.

Movie Night – Michelle Horvat has locked in a Friday July 27<sup>th</sup> (Term 3) @ 6:30pm. Limited to 40 persons @ \$20pp. Approx. profit is \$500. Tickets must be purchased from the WPRD. Movie: Wonder. Advertisement begins 26<sup>th</sup> June. Michelle to find out costs associated the 2<sup>nd</sup> screening, Saturday afternoon, 4:00pm. TBC 2<sup>nd</sup> screening

Netball Gala Day in Parkes – Lucy commented that the kids and parents had a ball. Mixed teams had fun. Koby Fyfe enjoyed the day. Next year option to have mixed teams entered.

Raylene Jones – tarp 8X10 metre @ \$249 X 4 = \$1000 approx. Agreed to purchase (mothers day and disco raffle to go towards the purchase).

**Correspondence in:**

Information Session Infrastructure – Forbes , 20<sup>th</sup> June 2018 @ Forbes High School. No need to have a committee member to attend. Jessica to pass on any updates that are relevant.

Term Deposit –Term Deposit to roll over for 6 months

Moved: Ros Patton

Seconded: Marg Baxter

## **Correspondence out:**

### **Canteen Report:**

Comments from Cee;

Getting ready for the Healthy Food Canteen workshop on the Monday, 18th June (Lucy Leighton to assist with Canteen on the day)

I still have a lot of work ahead of me. They need recipes, items that I display on our menu board,

I had to weigh the portion of food items that was cooked onsite.

Lasagna, nacho mince what kind of pies, the size and who supplies them

Sausage rolls were the same and pizza roundas.

I had to also provide a list of items that are served and sold at the counter at the lunch break and recess break.

Make a list of drinks in our fridge the size portions and what is sold.

Will Janine and I be going to be paid for the day for the workshop. (Yes, confirmed by committee)

If I provide everything on the list for our canteen we will receive \$750.00 towards our canteen.

I will also receive a fuel voucher for travelling over 100kms

RED DAY on the Athletics carnival day FRIDAY 29.6.18. (Confirmed by committee)

Gas smell in the kitchen – need to be checked (Joss to pay any repairs and maintenance - Cee and Jessica to follow up).

# Condobolin Public School Canteen

Monthly Report - May 2018

Working Days 22 Days

Cash book balance (1/05/2018)	\$ 1,208.85
Add Income	\$ 12,638.03
Less Expenses	\$ 8,809.75
<b>Cash book balance 30/04/2018</b>	<b>\$ 5,037.13</b>

Profit/Loss May \$ 3,828.28

**2018 YTD Canteen Profit/Loss** **-\$721.66**

## Expenditure

Ce Whippy	\$ 2,683.38
Janine Goolagong	\$ 1,041.65
Midwest Foods	\$ 292.78
Lewis & Redenbach - super	\$ 1,201.94
Foodworks	\$ 914.03
Telstra	\$ 86.46
Condo Milk Supply	\$ 1,304.27
Chamens	\$ 225.19

Garian Foods	\$ 713.10
Inland Dist	\$ 346.95

**TOTAL** **\$ 8,809.75**

## Comparison in Takings

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
February	\$ 7,357.22	\$ 7,420.40	\$ 11,034.83	\$ 7,563.12
March	\$ 10,775.23	\$ 10,452.05	\$ 15,058.68	\$ 12,559.98
April	\$ 5,167.99	\$ 6,595.21	\$ 5,662.20	\$ 7,935.69
May	\$ 13,450.64	\$ 11,877.20	\$ 14,462.92	\$ 12,638.03
June	\$ 11,312.28	\$ 13,623.65	\$ 14,862.59	
July	\$ 7,921.17	\$ 7,146.55	\$ 6,946.48	
August	\$ 11,179.75	\$ 13,462.98	\$ 12,893.19	
September	\$ 9,322.69	\$ 11,122.12	\$ 10,426.48	
October	\$ 8,520.59	\$ 8,646.35	\$ 11,182.08	
November	\$ 10,516.47	\$ 14,123.40	\$ 15,424.82	
December	\$ 7,527.09	\$ 7,393.12	\$ 7,241.39	
Yearly Total	\$ 103,051.12	\$ 111,863.03	\$ 125,195.66	\$ 40,696.82

Moved: Lucy Leighton  
Seconded: Marg Baxter

**Principal's Report:**Principal's ReportP&C General Meeting – 4/6/18

Facebook page – need a P&C member to be assigned login to provide updates. Important to only promote relevant information due to sensitive topics and political position of the school.

Netball gala success.

Parkes touch football gala day September 2018

Policy Behaviour restructure- work in progress

Cola and doors been addressed – work in progress

Ryan Goodsell – Western team for Rugby league (Travel voucher \$100 or \$50 TBC)

Public speaking - going to Molong central school

Upcoming – 4-6 years SACC

Term 3 - Public Kinda Orientation.

Jessica – open for ideas/feedback – fete etc

**Business Arising from Principal's Report:**

N/A

**Fundraising Report**

Survey on what the school needs – Ros Patton to draft up.

## Treasurer's Report: May Accounts

### Condobolin Public School P & C Association

#### Jan - May 2018 Income & Expenditure

Cash Book Balance 01/01/2018 b/f		\$	4,887.61
<b>Add Income:</b>			
Uniform	\$	8,805.70	
Mothers Day Stall	\$	1,340.75	
Raffle	\$	733.00	
Membership	\$	22.00	\$ 10,901.45
<b>Less Expenditure</b>			
Leading Appliances		\$199.00	
Worklocker Parkes	\$	7,561.00	
Wendy's Embroidery - hats	\$	360.00	
Icare Workers Comp	\$	656.93	
Australia Post - Rental post box - 152	\$	127.00	
Lachlander - AGM	\$	16.50	
Condobolin Argus-AGM	\$	18.00	
Parkes Courier	\$	71.28	
CPS - Garden Club	\$	250.00	
Smart Gift Ideas - Mothers Day	\$	728.00	
*Icare Workers Comp	\$	95.25	
*Telstra Stik recharge wifi internet 12 months	\$	150.00	
* chqs for Worklocker included			
			\$10,232.96
<b>Cash Book Balance 31/5/2018</b>		<b>\$</b>	<b>5,556.10</b>

#### Reconciliation

Bank Statement balance @ 31/5/2018	8,121.05
Less o/s chqs*	\$ 2,564.95
	<b>\$ 5,556.10</b>

#### Summary of balance of accounts

	As at 31/5/2018
General Account	\$ 8,121.05
Canteen account	\$ 7,177.86
Long Service Leave Provision account	\$ 1,573.29
Provision Account - TD matures	\$ 10,000.00
Term Deposit matures 1/6/2018	\$ 10,123.34
	<b>\$ 38,995.54</b>

\* means outstanding cheque

Moved: Lucy Leighton

Seconded: Ros Patton

### **General Business:**

Cee – parents complaining about the song played at the school breaks. Jessica is looking into changing songs. Option to Award kid(s) to choose song

Book Fair – larger area and longer period. School having a meeting 5/6/18 to work what can work better. Jessica to report back.

Dept. Sunsense. No Hat – no play. Class time should still be the same such as fitness (300 minutes). Marg Baxter commented.

Healthy canteen list – bring ideas to next meeting.

Meeting times to be 5:30pm

Meeting Closed: 6:14pm

Next Meeting: 2<sup>nd</sup> July 2018

5:00pm