

P&C Minutes for AGM 17th March 2020

Meeting Opened 7:45 pm



Parents & Citizens
Association

ATTENDANCE

Alex Bacchin, AJ Shantiraratna, Lisa Richardson, Winy Souw, Rebecca Cotton, Kelli Thwaites, Dane Tierney, Julie Tierney, Stuart Goddard, Lisa Richardson, Kelli Twaites, Christelle Hechter, Bee Gin Sim, Chris Jones, Kristy Turner, Ian Shilfield, Nichola Shelton.

SCHOOL STAFF

Paul McSweeney, Evan Gibbons

APOLOGIES

Tahereh Oskooi, Karen Jassop, Linden Browne, Hamish Baxter, Kelly Norris, Larra Hibbard, Angela Yee, Kate Ward.

PREVIOUS MINUTES

Moved Stu Goddard seconded Lisa Richardson that the minutes of the AGM of 19th March 2019 be accepted. *Passed unanimously.*

REPORTS

1. PRINCIPAL'S REPORT

P&C Committee 2019

On behalf of the students and the staff of the school, thank you to everyone who was involved with the P&C in 2019. Lots was achieved during the year and the school values the positive relationship that it has with everyone, especially those who are on committees. We know there are a few people stepping away from positions moving forward so thank you to those people who have dedicated so much time into volunteering to help the school. We look forward to working with the new P&C committee of 2020.

School Maintenance

The school is still waiting on start dates for both of its major projects that have been approved by AMU. At least one of these projects we are hoping to have completed during the holidays, if not before.

Tumpinyeri

We have started on a project of getting Tumpinyeri back to an area where the children can visit and have lessons in there again. It's a big job but we have already had trees made safe in there as well finding the pathways again. Signage and fencing are also part of the project.

Paul McSweeney
Principal

2. PRESIDENTS REPORT

Good evening all,
Welcome to our AGM meeting.

It has been a great year for our PandC from a fundraising and a community perspective. A lot of the time I hear parents talk on the playground regarding funds that we have raised and not seeing the end result of the effort put in by the parents and students.

I can honestly say that there has been a collective push, from Paul and Evan and the P&C Executive to ensure people get to see the results of their efforts, however dealing with the Education department and their processes can REALLY slow things down, which is outside of our control – a great example being the awnings over the library steps.

But let us not focus on the negative, let us rather acknowledge and celebrate what we have achieved this year. I am so impressed with the parents in our school and those who approached us and have brought some fabulous ideas to the table, a great example is our Giving Tree on grandparents' day. What an effective way to ensure great resources being distributed to our teachers.

Our amazing colour run, which ensured the update of the outdoor education playground, Mother and father's day stall, Earn and Learn stickers, FFD, Family Quiz night, Library transformation, Signage throughout the school, Audio system upgrade, Laptops, Interactive white boards and so much more.

None of this could have been possible without you guys putting up your hands and helping out. So to everyone who volunteered thank you so much. Because of all your efforts and after all that we have reinvested back into the school, the P&C are still left with a healthy bank balance of \$100,000. How we will distribute the funds will be discussed later.

I would like to take this opportunity to also acknowledge and thank my executive team of 2019. Some of our members have been part of the P&C for many years. Thank you my team for your guidance, your support, your knowledge and your patience. I have truly been blessed to be surrounded by people who want only the best for the school, who have a passion to see the P&C succeed and contribute to our school in a positive and inclusive way. Thank you for "all the love". To Paul and Evan, thank you so much for your open door policy. I'm sure there must've been times you wish you could've locked it, however you didn't and I appreciate your insight and help.

Lastly this has been a year of a lot – a lot to learn, a lot of laughs, a lot of questions, a lot of meetings a lot of love, a lot of new friendships a lot of change and only a little bit of swear words – in afrikaans 😊... I wouldn't change it for the world.

So thank you my NWPS PandC family, you guys are all truly amazing.

Christelle Hechter
P&C President 2019

3. TREASURERS REPORT

P&L

| Profit and Loss | | | | | | | | | |
|------------------------------------|--------------------|---------------------|--------------------|--------------------|-------------------|--------------------|---------------------|---------------------|-------------|
| Normanhurst West P & C Association | | | | | | | | | |
| All Sub Committees | | | | | | | | | |
| 1 January 2019 to 31 December 2019 | | | | | | | | | |
| | Band | Canteen | FFD | Fundraising | LOTE | Uniform | Unassigned | Total | |
| Income | | | | | | | | | |
| Band fee | \$6,978.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$6,978.00 |
| Band Income Instrument Hire | \$2,720.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,720.00 |
| Band Sibling Discounts | -\$400.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | -\$400.00 |
| Canteen - over the counter | \$0.00 | \$33,106.10 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$33,106.10 |
| Canteen On line sales | \$0.00 | \$74,985.40 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$74,985.40 |
| Dad & kids Camp Revenue | \$0.00 | \$0.00 | \$0.00 | \$6,825.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$6,825.00 |
| Donation-Ambulance Levy | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,628.04 | \$1,628.04 | \$1,628.04 |
| Donations - Building Fund | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$24,975.99 | \$24,975.99 | \$24,975.99 |
| Donations - Canteen | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$13,000.00 | \$13,000.00 | \$13,000.00 |
| Donations - Fundraising | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 |
| Donations - Uniform | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$107.00 | \$7,108.80 | \$7,215.80 | \$7,215.80 |
| Entertainment Book | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$252.00 | \$252.00 | \$252.00 |
| Family Fun Day Revenue | \$0.00 | \$0.00 | \$59,202.10 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$59,202.10 | \$59,202.10 |
| Fundraising - Colour Run | \$0.00 | \$0.00 | \$0.00 | \$14,084.58 | \$0.00 | \$0.00 | \$10,633.28 | \$24,717.86 | \$24,717.86 |
| Fundraising - Interest Income | \$0.00 | \$0.00 | \$0.00 | \$2.11 | \$0.00 | \$0.00 | \$7.48 | \$9.59 | \$9.59 |
| Fundraising - Photo | \$0.00 | \$0.00 | \$0.00 | \$1,342.31 | \$0.00 | \$0.00 | \$0.00 | \$1,342.31 | \$1,342.31 |
| Fundraising Event - Sponsors | \$0.00 | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 | \$500.00 |
| Fundraising Event - Calendar | \$0.00 | \$0.00 | \$0.00 | \$60.00 | \$0.00 | \$0.00 | \$0.00 | \$60.00 | \$60.00 |
| Grants Received | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$25,000.00 | \$25,000.00 | \$25,000.00 |
| Interest Income | \$0.00 | \$38.20 | \$0.00 | \$0.00 | \$0.00 | \$0.71 | \$780.09 | \$819.00 | \$819.00 |
| Jazz band income | \$1,490.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,490.00 | \$1,490.00 |
| Membership Fees | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$22.00 | \$22.00 | \$22.00 |
| Other Revenue | \$0.00 | \$168.00 | \$33.00 | \$9,125.62 | \$0.00 | \$156.80 | \$5.00 | \$9,488.42 | \$9,488.42 |
| Quiz Night | \$0.00 | \$0.00 | \$0.00 | \$2,511.12 | \$0.00 | \$0.00 | \$0.00 | \$2,511.12 | \$2,511.12 |
| Revene- Election Day Stall | \$0.00 | \$0.00 | \$0.00 | \$6,685.95 | \$0.00 | \$0.00 | \$0.00 | \$6,685.95 | \$6,685.95 |
| Sales - LOTE lessons | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,197.00 | \$0.00 | \$0.05 | \$3,197.05 | \$3,197.05 |
| School Banking | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$525.00 | \$525.00 | \$525.00 |
| Strings Adv-Income | \$156.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$156.00 | \$156.00 | \$156.00 |
| Strings Income | \$261.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$261.00 | \$261.00 | \$261.00 |
| Uniform - Interest Income | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$14.89 | \$0.00 | \$14.89 | \$14.89 |
| Uniform - Sales of Uniforms | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$61,311.58 | \$0.00 | \$61,311.58 | \$61,311.58 |
| Total Income | \$11,205.00 | \$108,797.70 | \$59,235.10 | \$40,636.69 | \$3,197.71 | \$61,590.27 | \$89,198.73 | \$373,861.20 | |
| Less Cost of Sales | | | | | | | | | |
| Canteen - Online direct fees | \$0.00 | \$2,302.38 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,302.38 | \$2,302.38 |
| Canteen Food and Bev | \$0.00 | \$57,735.41 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$57,735.41 | \$57,735.41 |
| Uniform - Cost of Goods Sold | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$4,965.37 | \$0.00 | \$4,965.37 | \$4,965.37 |
| Uniform - Stock Purchases | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$34,537.08 | \$0.00 | \$34,537.08 | \$34,537.08 |
| Total Cost of Sales | \$0.00 | \$60,037.79 | \$0.00 | \$0.00 | \$0.00 | \$39,502.45 | \$0.00 | \$99,540.24 | |
| Gross Profit | \$11,205.00 | \$48,759.91 | \$59,235.10 | \$40,636.69 | \$3,197.71 | \$22,087.82 | \$89,198.73 | \$274,320.96 | |
| Less Operating Expenses | | | | | | | | | |
| Band - Misc/Admin | \$10.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$10.00 | \$10.00 |
| Band Awards | \$188.10 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$188.10 | \$188.10 |
| Band Books/Scores | \$107.65 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$107.65 | \$107.65 |
| Band Conductor External | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 | \$1,000.00 |
| Band Conductor Standard | \$1,890.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,890.00 | \$1,890.00 |
| Band Event transport | \$1,293.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,293.00 | \$1,293.00 |
| Band Instrument Service | \$2,156.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,156.00 | \$2,156.00 |
| Bank Fees | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | -\$0.15 | -\$0.15 | -\$0.15 |
| Canteen - Donation to the P&C | \$0.00 | \$13,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$13,000.00 | \$13,000.00 |
| Colour Run Expenses | \$0.00 | \$0.00 | \$0.00 | \$230.80 | \$0.00 | \$0.00 | \$12,147.51 | \$12,378.31 | \$12,378.31 |
| Consulting & Accounting | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,200.00 | \$2,200.00 | \$2,200.00 |
| Dad & kids Camp expenses | \$0.00 | \$0.00 | \$0.00 | \$897.31 | \$0.00 | \$0.00 | \$3,997.54 | \$4,894.85 | \$4,894.85 |
| Donation - Air Con Maintenance | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 | \$1,000.00 | \$1,000.00 |
| Donation - Library Transforma | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$17,126.00 | \$17,126.00 | \$17,126.00 |
| Donation - PA System | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$7,000.00 | \$7,000.00 | \$7,000.00 |
| Donation - Sporting Equipmen | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,090.45 | \$1,090.45 | \$1,090.45 |
| Donation-Band | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,650.00 | \$1,650.00 | \$1,650.00 |
| Donation-Colour Run Earnings | \$0.00 | \$0.00 | \$0.00 | \$12,520.00 | \$0.00 | \$0.00 | \$0.00 | \$12,520.00 | \$12,520.00 |
| Election Day Stall exp | \$0.00 | \$0.00 | \$0.00 | \$1,882.35 | \$0.00 | \$0.00 | \$0.00 | \$1,882.35 | \$1,882.35 |
| Family Fun Day Expenses | \$0.00 | \$0.00 | \$17,557.35 | \$221.28 | \$0.00 | \$0.00 | \$5,246.78 | \$23,025.41 | \$23,025.41 |
| Fathers Day Stall | \$0.00 | \$0.00 | \$0.00 | \$48.00 | \$0.00 | \$0.00 | \$0.00 | \$1,534.50 | \$1,534.50 |
| Fundraising - Donations to P&C | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 |
| General Expenses | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$376.84 | \$376.84 | \$376.84 |
| Gifts | \$0.00 | \$62.50 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$62.50 | \$62.50 |
| Grandparents Day Exp | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$4,224.67 | \$4,224.67 | \$4,224.67 |
| Insurance | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$4,885.80 | \$4,885.80 | \$4,885.80 |
| Interest Expense | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | -\$0.04 | -\$0.04 |
| IT Expenses | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$21,262.77 | \$21,262.77 | \$21,262.77 |
| Kindy Inflatable World | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$750.00 | \$750.00 | \$750.00 |
| Kindy LABS Day | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$79.95 | \$79.95 | \$79.95 |
| LOTE - expenses | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,201.77 | \$0.00 | \$0.00 | \$3,201.77 | \$3,201.77 |
| Mothers Day Stall | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,326.25 | \$1,326.25 | \$1,326.25 |
| Non Strings conductor events | \$4,372.50 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$4,372.50 | \$4,372.50 |
| Office Expenses | \$0.00 | \$961.29 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$101.25 | \$1,062.54 | \$1,062.54 |
| Repairs and Maintenance | \$0.00 | \$438.32 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$438.32 | \$438.32 |
| String Conductor events | \$907.83 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$907.83 | \$907.83 |
| Strings Conductor | \$1,485.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,485.00 | \$1,485.00 |
| Subscriptions | \$0.00 | \$109.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$129.00 | \$238.00 | \$238.00 |
| Superannuation | \$0.00 | \$2,698.18 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,698.18 | \$2,698.18 |
| Tutor - Normal Band | \$4,751.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$4,751.00 | \$4,751.00 |
| Uniform - Consignments | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,261.20 | \$0.00 | \$1,261.20 | \$1,261.20 |
| Uniform - Donations to P&C | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$7,114.60 | \$0.00 | \$7,114.60 | \$7,114.60 |
| Uniform - Miscellaneous | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$24.10 | \$24.10 | \$24.10 |
| Uniform - Office supplies & pri | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$54.80 | \$54.80 | \$54.80 |
| Uniform - Service Fees | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,209.35 | \$4.98 | \$1,214.33 | \$1,214.33 |
| Uniform - Telecommunication: | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$385.00 | \$0.00 | \$385.00 | \$385.00 |
| Wages and Salaries | \$0.00 | \$24,313.12 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$24,313.12 | \$24,313.12 |
| World Teachers Day & kindy oi | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$483.08 | \$483.08 | \$483.08 |
| Total Operating Expenses | \$18,161.08 | \$41,582.41 | \$17,557.35 | \$15,799.74 | \$3,201.77 | \$10,579.05 | \$91,569.18 | \$198,450.58 | |
| Net Profit | -\$6,956.08 | \$7,177.50 | \$41,677.75 | \$24,836.95 | -\$4.06 | \$11,508.77 | -\$2,370.45 | \$75,870.38 | |
| | | \$13,000.00 | \$5,000.00 | \$5,000.00 | \$0.00 | \$7,108.80 | -\$25,108.80 | | |
| Net Profit | -\$6,956.08 | \$20,177.50 | \$41,677.75 | \$29,836.95 | -\$4.06 | \$18,617.57 | -\$27,479.25 | \$75,870.38 | |

Bank Balance

| No | BSB | Account | Bank Statement in Westpac | Bank Statement as per Xero | Comments | Available Funds: |
|----|---------|---------------------------|---------------------------|----------------------------|--|---|
| | | | Mar-20 | Mar-20 | | |
| 4 | 032-087 | 245321 Canteen | 28,932 | 28,932 | | |
| 6 | 032-285 | 540073 Working Account | 6,920 | 6,920 | | |
| 7 | 032-285 | 540081 Fundraising | 9,927 | 9,927 | | |
| 8 | 032-285 | 540110 French Account | 652 | 652 | | |
| 9 | 032-285 | 540129 Uniform | 5,175 | 5,175 | | |
| 3 | 032-285 | 540137 Bonus Cash Reserve | 103,624 | 108,623 | \$15k in Bonus Cash Reserve belongs to Band | Utilised - Band Equipment (2019) \$1,650 (21/06/2019) |
| 1 | 032-285 | 540145 Cash Reserve | 20,000 | 20,000 | \$20k in Cash Reserve belongs to Uniform | |
| 10 | 032-285 | 550773 Building Funds | 164,899 | 164,899 | Building fund has special requirements of spending | |
| | | Term Deposit | 261,521 | 261,521 | \$240k term deposit earmarked for OOSH. Renewed for 6 months | |
| | | | | 606,650 | | |
| 2 | 032-285 | 540153 Cash Reserve (LSL) | 2,004 | 2,004 | | |
| 5 | 032-189 | 264849 BAND | 7,479 | 7,479 | | |

Funding Tracker

| Funding Item | 2019 Funding Cost | | Reimbursement Tracker | |
|--------------------------|-------------------|--------------|-----------------------|--------------|
| | (nominated \$) | (Cumulative) | Reimbursed | Residual |
| Library Transformation | 18,000 | 18,000 | 17,126 | 874 |
| Library Smart Board | 7,000 | 25,000 | 6,835 | 165 |
| Laptops | 21,000 | 46,000 | 19,286 | 1,714 |
| School App - approx | 1,000 | 47,000 | 816 | 184 |
| PR systems upgrade | 7,000 | 54,000 | 7,000 | - |
| Signage around schools | 8,000 | 62,000 | 8,000 | - |
| Aircon Maintenance | 1,000 | 63,000 | 1,000 | - |
| Sports equipment | 2,000 | 65,000 | 1,090 | 910 |
| \$100 per class stickers | 2,300 | 67,300 | 1,548 | 752 |
| | 67,300 | | 62,702 | 4,598 |

P&C Volunteer 2019 Nomination 100

Budget

NWPS P&C 2020 Budget

| Revenue | Term 1 | | | Term 2 | | | Term 3 | | Term 4 | | | Total | |
|-----------------------------|--------------|------------|--------------|---------------|--------------|--------------|--------------|--------------|---------------|--------------|--------------|--------------|---------------|
| | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | | Dec-20 |
| 205 Canteen donations | - | - | 4,000 | - | - | - | - | - | - | - | - | - | 4,000 |
| 207 Uniform Pool donations | - | - | - | - | - | - | - | 3,000 | - | - | - | - | 3,000 |
| Fundraising Events | | | | | | | | | | | | | |
| 2125 Colour Run Revenue | - | - | - | - | 2,500 | - | - | - | - | - | - | - | 2,500 |
| 212 Mothers Day Revenue | - | - | - | - | - | - | - | - | 2,500 | - | - | - | 2,500 |
| 212 Fathers Day Revenue | - | - | - | 4,500 | - | - | - | - | - | - | - | - | 4,500 |
| 230 Quiz Night Revenue | - | - | - | - | - | - | - | - | - | 4,500 | - | - | 4,500 |
| 212 Grandparents Day | - | - | - | - | - | - | - | - | - | - | 3,000 | - | 3,000 |
| 211 Dads and Kids Camp | - | - | - | - | - | - | - | - | 3,500 | - | - | - | 3,500 |
| 2123 Entertainment Book | 30 | 30 | 30 | 20 | 20 | 20 | 20 | 20 | 20 | - | - | - | 210 |
| 260 Membership fees | - | 25 | 25 | - | - | - | - | - | - | - | - | - | 50 |
| 204 Building Fund Donations | - | - | - | 6,250 | - | 6,250 | - | - | 6,250 | - | - | 6,250 | 25,000 |
| 204-A Ambulance Levy | - | - | - | 50 | - | 50 | - | - | 50 | - | - | 50 | 200 |
| 433 OOSH to repay WC approx | - | - | 2,278 | - | - | - | - | - | - | - | 4,200 | - | 6,478 |
| 270 Interest income | 1,000 | 50 | 50 | 2,500 | 100 | 100 | 1,300 | 100 | 100 | 1,300 | 100 | 100 | 6,800 |
| Revenue total | 1,030 | 105 | 6,383 | 13,320 | 2,620 | 6,420 | 1,320 | 3,120 | 12,420 | 5,800 | 7,300 | 6,400 | 66,238 |

| Expenses | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Total |
|---|------------|------------|--------------|--------------|--------------|------------|--------------|--------------|--------------|--------------|------------|------------|---------------|
| 404 Bank fees, Merchant Fees | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 |
| 412 Consulting/Audit Fees | - | - | 2,200 | - | - | - | - | - | - | - | - | - | - |
| Donations to NWPS | | | | | | | | | | | | | |
| IT Expenses (Xero \$65/month, Grant website \$300p/a) | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 1,080 |
| 433 Insurance | - | - | - | - | - | - | 8,400 | 5,000 | - | - | - | - | 13,400 |
| Miscellaneous expense | - | - | - | - | - | - | - | - | - | - | 600 | - | 600 |
| Teacher Day/Kindy | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 494 Orientation | 100 | - | - | - | - | - | - | - | - | 300 | - | - | 400 |
| Fundraising Events Expense | | | | | | | | | | | | | |
| 409 Colour Run Expenses | - | - | - | - | - | - | - | - | 3,600 | - | - | - | 3,600 |
| 447 Mothers Day | - | - | - | - | 1,300 | - | - | - | - | - | - | - | 1,300 |
| 448 Fathers Day | - | - | - | - | - | - | - | - | 1,300 | - | - | - | 1,300 |
| 474 Quiz Night | - | - | - | 500 | - | - | - | - | - | - | - | - | 500 |
| 480 Grandparents Day | - | - | - | - | - | - | - | - | - | 4,500 | - | - | 4,500 |
| 426 Dads and Kids Camp | - | - | - | 2,240 | - | - | - | - | 2,260 | - | - | - | 4,500 |
| Expense total | 200 | 100 | 2,300 | 2,840 | 1,400 | 100 | 8,500 | 5,100 | 5,000 | 7,160 | 700 | 100 | 31,300 |

| | | | | | | | | | | | | | | |
|------------------|--|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Starting balance | Total | 830 | 5 | 4,083 | 10,480 | 1,220 | 6,320 | (7,180) | (1,980) | 7,420 | (1,360) | 6,600 | 6,300 | 34,938 |
| \$107,121 | Cashflow projection | 107,951 | 107,956 | 112,039 | 122,519 | 123,739 | 130,059 | 122,879 | 120,899 | 128,319 | 126,959 | 133,559 | 139,859 | 142,059 |
| | Cashflow projection (w/out building funds) | 107,951 | 107,956 | 112,039 | 116,219 | 123,739 | 123,759 | 122,879 | 120,899 | 122,019 | 126,959 | 133,559 | 133,559 | 116,859 |

WISH LISTS

| Funding Item | 2020 Funding Cost | | Reimbursement Tracker | |
|--------------------------|-------------------|--------------|-----------------------|---------------|
| | (nominated \$) | (Cumulative) | Reimbursed | Residual |
| Tumpinyeri | 5,000 | 5,000 | | 5,000 |
| Literarcy Resources | 20,000 | 25,000 | | 20,000 |
| Technology-Podcasting | 10,000 | 35,000 | | 10,000 |
| D-Block-Mural | 20,000 | 55,000 | | 20,000 |
| Electronic Sign | 13,000 | 68,000 | | 13,000 |
| Playground Equipment | | 68,000 | | - |
| MudMap | 15,000 | 83,000 | | 15,000 |
| Sports equipment | 2,000 | 85,000 | | 2,000 |
| \$100 per class stickers | 2,300 | 87,300 | | 2,300 |
| | 87,300 | | - | 87,300 |

P&C Volunteer 2019 Nomination 100

Spoken to Sue: \$25k grant has been submitted will get this month. Will prepare library smart board and \$100 per class. Still pending on the rest

Bee Sim, P&C Treasurer moved a motion to continue to use our current auditor Manser Tierney and Johnston to undertake 2020 audit. Seconded by Rebecca Cotton.

The Secretary, Normanhurst West Public School P&C, Dartford Road, Thornleigh, NSW 2120
 School phone: 9484 4252 Facsimile: 9484 7354
 ABN 27 621 491 988

Bee Sim, Treasurer moved a motion to pass the audited accounts. Seconded by Lisa Richardson. Motion Carried.

Bee Sim, Treasurer moved a motion to approve 2020 budget. Seconded by Winy Souw. Motion Carried.

Bee raised a question whether P&C should be holding and earmarking funds for sub-committees. It was confirmed by P&C committee that we should not be holding and "earmarking" funds for sub-committees without a vote by the P&C. (The OOSH and Band funds were voted on by the P&C some years ago).

4. Sub-committee reports

4.1. Canteen

We have an entertaining and productive year in canteen.

We operated the canteen during term days on Mondays, Wednesdays and Fridays providing lunch and morning tea for all the busy students.

We provided lunch for students and guests at Grandparents Day and Open Day.

Canteen set up the athletics and cross country carnivals to provide snacks and icy poles to help the active kids.

Family Fun Day was another big day for canteen (and the megaphone), continuing the success from previous years.

Sharing the canteen space with OOSH this year has provided new and varied challenges which have been overcome with good communication and cooperation.

We have finalised the roster for the coming year. An ongoing lack of volunteers leaves some empty shifts for the canteen. We hope to fill these with increased social media presence, grandparents and year 6 helpers.

Thank you to all the committee members, our canteen manager Jenny Sorkovsky and all the volunteers for all their time, effort and dedication they have given to the canteen.

Treasurers Report for 2019

Summary of annual report. At the end of 2019 our accounts are in profit at \$28 177.50.

This was after expenses such as employee wages, replacement appliances, running costs and donations to the school P&C. Planning ahead for 2020 the canteen may have additional costs with developing the facilities in conjunction with OOSH to meet commercial requirements and additional wages with reducing number of volunteers.

Office Bearers

All positions were declared vacant and the new Office Bearers for 2019 are:

Convener: Helen Price
Secretary: Catherine Riley
Roster Clerk: Karina Sarris
Treasurer: Edwina Watts, Lisa Lehepuu will train to replace this position in 2021

Profits/donations should be communicated to the school community so they are aware of the wider benefits of canteen to the school.

Prices of over the counter and Flexi school ordered items will remain unchanged at his time. Due to healthy profit we can absorb small increases and continue to support families and encourage healthy eating.

Canteen committee meetings were discussed and agreed they will be once per term, in the evening at 7.30pm at a member's house.

4.2. 2018 OOSH Report

Funds at bank :
Transaction A/C - \$3,126
Cheque A/C - \$41,252

The OOSH AGM was held on 4 March and the newly elected committee are:

Co-Convenors - Lisa Richardson & Nick Rodwell
Secretary - Brett Archer
Treasurer - Kirsty Turner

We are pleased to report that we currently in a position where we have been able to meet demand from all OOSH families and do not currently have any waitlists (for the first time in a number of years).

Our OOSH clubs being held throughout the week - such as cooking, science, soccer, etc - are proving very popular with the kids. And we continue to expand our recycling program to reduce landfill waste.

4. Executive Elections

EXECUTIVE ELECTIONS

Motion: that secretary be retained to have a record of the minutes
moved Paul McSweeney. Passed unanimously.

All position declared vacant

The following people were elected unopposed to the positions listed:

| P&C Role | Nominee | Nominated by |
|---------------------|--------------------|---------------------|
| President | Christelle Hatcher | Bee Gin Sim |

| | | |
|--------------------|-----------------------|--------------------|
| Treasurer | Bee Gin Sim (interim) | |
| 1st Vice President | Ajanthan Shantiratnam | Bee Sim |
| 2nd Vice President | Lisa Richardson | Christelle Hatcher |
| Secretary | Winy Souw (interim) | |
| Executive | Nichola Shelton | Lisa Richardson |
| Executive | Chris Jones | Lisa Richardson |
| Executive | Dane Thierney | Christelle Hatcher |
| Executive | Alex Bacchin | Winy Souw |
| Executive | Kelly Thwaites | Lisa Richardson |
| | | |

Christelle moved the motion, Lisa Richardson seconded, that the following sub-committee appointments be ratified. Passed without opposition.

OOSH -

Co-Convenors - Lisa Richardson & Nick Rodwell
 Secretary - Brett Archer
 Treasurer - Kirsty Turner

Canteen

Convener –Helen Price
 Treasurer – Edwina Watts (Lisa Lehepuu will train to replace this position in 2021)
 Secretary – Karina Sarris
 Roster clerk - Karina Sarris

Languages

Convener – Lara Hibbard
 Book-keeper – Lara Hibbard

Band -

2020 Band & Strings Committee

Convener: Tracey Nutt e: tracey_938@hotmail.com
 Secretary: Jo Gee e: joanna@lightfoot.com
 Treasurer: Abhi Kumar e:abhi.k.khare@gmail.com

TB Parent Co-ordinator: Kelli Thwaites e: richard.kelli@bigpond.com

ICB Parent Co-ordinator: Kelly Norris e:knorris999@gmail.com

SCB Parent Co-ordinators: Julia Jarvinen & Vanessa D'Souza e: jj.jarvinen@gmail.com & nesscarlson@hotmail.com

Jazz Ensemble Co-ordinator: Sharon Aliaga e: Sharon_julio@optusnet.com.au

Strings Parent Co-ordinator: Lana Macteir e: lana.macteir@gmail.com

Tutor Co-ordinator: Dave Odams e: daveodams@gmail.com

Instrument Co-ordinator: Gautam Parulekar e: Gautam.parulekar@gmail.com
Music Librarian: Megan Walsh e: megan.walsh@live.com.au
MSM Admin: Julia Jarvinen e: jj.jarvinen@gmail.com
Creative Kids Voucher admin: Christelle Hechter e: hechter@bigpond.com
Social Media Co-ordinator: Michael Caddy e: mcaddy79@gmail.com
Events Co-ordinator: Jacqui Baxter e: Jacqui.baxter79@gmail.com
Senior Concert band Tour Organiser: Jacqueline McCarthy e: jac@clanmccarthy.net
Band Camp Organisers: Nicky Woods & Jemma Lightfoot e: Jemma.Lightfoot@ipsos.com & nickyjf72@hotmail.com

Hall Keys held by:

Dave Odams (SCB, TB, Jazz Ensemble Conductor) 0404 154 300

Alex Silver (ICB Conductor) 0415 739 378

Gautam (Instrument Co-Ordinator) 0411 846 618

Uniform Pool

Convener –Jenny Shi

Uniform manager – Vacant (Paid role)

Secretary – Darcy Weber

Treasurer – Tahereh Oskooi

School Banking – Rebecca Marie Mance

Next AGM will be held on Tue, 23rd Mar 2021 (week 8 of Term 2)

Meeting closed at 8:40 pm