

MACKELLAR GIRLS CAMPUS P&C
MINUTES OF MEETING
WEDNESDAY 5th SEPTEMBER 2007

MEETING OPENED: 7.40 pm

ATTENDANCE: 12 parents and teachers in attendance

APOLOGIES: Glynis Poole, Dawn Nugent

GUEST SPEAKER: Robyn Beyer, our School Librarian, gave a fabulous presentation on the Smart Board in the Library to inform parents of their many applications for the girls and to share with us some very useful web sites. Susan commended Robyn's position within the school and acknowledged how wonderful it is to have such a committed and enthusiastic librarian. The Library is an extremely valuable resource for the girls.

MINUTES OF PREVIOUS MEETING:

Accepted by : Jim Cooper

Seconded by: Brian Kirk

BUSINESS ARISING FROM PREVIOUS MINUTES:

- None

CORRESPONDENCE IN/OUT:

- P&C Journals

TREASURER'S REPORT:

- The motion presented at the last meeting was voted on and all were in favour of the Treasurer making payments to the school between September 6th and November 30th, 2007, to the maximum of \$100,000.00, which is the target donation to the school for 2007.
- Wayne outlined some of the history of the Treasurer's position to ensure parents that while financial records have moved around with previous treasurers; proper procedures are now being put in place to make regular finance statements possible given the completion of financial reports going back to 2004.
- Brian stated that the external accountant has nearly completed financial reports for 2004, which will be the base year to work from going forward as no financial reports are available for any earlier year. The preparation of the 2004 financial reports has required significant effort to rebuild the accounts due to the poor availability of records and to go back any further would be an extremely large forensic exercise that would be very inefficient in both effort and cost.
- Total Sales for the canteen for August = \$25,636.00.
Total Cost of Sales (excluding wages) = \$10,989.15
Gross Profit (excluding wages) = \$14,646.85

Calculations are being prepared to present at the next P&C meeting detailing total profit and loss for the canteen for 2007. Brian stated that he would liaise with Gordon Whyte to be able to present the uniform shop figures as well.

- Closing Balance of P&C Accounts as at the end of August:
 - ANZ Canteen Account - \$61,107.83 (Outstanding cheques = \$8,494.98)
 - CBA Canteen Account - \$12,636.66 (No outstanding cheques)
 - CBA Administration Account - \$47,707.90 (No outstanding cheques)

UNIFORM SHOP:

- Helen expressed her thoughts about the need for new premises for the Uniform shop as it is crowded with stock and the girls have very little space to try on clothes. Helen has spoken to builders about the viability of putting up a building for this purpose. Many issues to consider with the DET before any building can take place.
- Closing Balance: \$20,382.

FOMBA

- New grand piano bought for the assembly hall.

FOMPA

- Rock Eisteddfod Grand Final Thursday 6th September.

PRINCIPAL'S REPORT

- New piano purchased for the school at a cost of \$10 600
- The Library will undergo some remodelling at an estimated cost of \$20 000 – \$30 000
- Money to be spent on landscaping the front of the school where trucks have been entering for deliveries.
- Mufti day being held to raise funds to upgrade the girls' toilets.
- Many activities going on at present in the school and Susan wished to give credit to the parents of the girls as they support their daughters' learning. The quality of various displays happening at the moment is outstanding and it is a reflection of the partnership between teachers and parents.

GENERAL BUSINESS

- Tickets for the end of year Dinner will soon be on sale at the school office. Parents are encouraged to make up a table of friends for the evening. It will be a fabulous night and we thank the Manly Pier Pavilion Restaurant for hosting the occasion. The three course meal and entertainment should make for a great social get together. Some door prizes and raffle items have very kindly been donated for the evening. Please come along!!

NEXT MEETING: Wednesday 7th November 2007

MEETING CLOSED : 9.30 pm

Secretary

Diana Aitken