



Narrabeen Lakes P&C

GENERAL MEETING – 20 SEPTEMBER 2016 – MINUTES 7:30pm Library, Narrabeen Lakes Public School

Meeting Opened: This meeting is being held on the traditional lands of the Guringai people.

Attendance & Apologies:

Apologies: 2

- Fees paid - one

Minutes of Previous Meeting:

The 21 June 2016 meeting minutes were circulated. The minutes were accepted. No meeting in July.

The 16 August 2016 meeting minutes were circulated. The minutes were accepted.

Voted at September Meeting:

Voted: For the canteen to spend up to \$1200 on a new computer. Moved and Seconded

Voted Previous to September Meeting:

Voted: To have two representatives attend the White Ribbon Day fundraiser put on by Mona Vale Public School. The amount is \$50 per ticket x 2 = \$100. Moved and Seconded

President Report

- PPP – Parent Primary Planner – discussion on adding P&C tab and a Facebook tab – this is too difficult to be done for the amount of effort/cost
- P&C Fee letter – resend in Term – suggested it be sent again the beginning of Term 4
- Also suggested it get sent out in the middle of Term 2 2017
- Insurance for students is covered in the P&C Fees

Vice President Report: None

Principal's Report

- OOSH update – progressing very slowly, said Council was holding up the process – will be followed up
- Playground update – progressing
- Illuminate review – Fantastic night – a very special thanks to those who spent tireless hours helping to make this night a success.
- Year 6 farewell is Monday 12 December – Hollywood Theme

Treasurer Report – Report attached below

****Please address all financial queries regarding this report directly by email to the Treasurer so your questions can be answered confidently with information on hand**

Secretary

- Correspondence – P&C Federation magazine for Term 3
- Active Travel Meeting–Bicycle Network– Pilot Program- a draft of this program will be emailed form Bicycle Network. It being used to encourage even more children/parents to use active transport to get to school.
- School Banking – approx \$314 in Term 2 for commission



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- Congratulations to our volunteer mum for doing a superb job on the Rotary Raffle and Entertainment Book fundraiser.
- Congratulations to band mum volunteer for organizing the band fundraiser and for another mum volunteer for suggesting cakes from the entire school be collected to help with this fundraiser. It was a very successful day.

Secretary 2017 – need to put in an expression of interest in the newsletter

Rotary Raffle Coordinator

- Rotary Raffle – final amount \$6,668.92
- Entertainment Book – final amount \$558

Uniform Shop update

- Uniform shop policy update – A survey was sent out and 129 responses were received. Most parents were happy with the uniforms as they were now, so only minor changes will be made.
- Looking at breaking even by the end of this year, beginning of next year after the Kindy's purchase their uniforms.

Volunteer Coordinator Update – no updates

Canteen Committee Update

- Canteen has a surplus of funds, but needs to purchase several new items including: new computer, dishwasher, and additional staff. Computer was voted on.
- Dishwasher – canteen committee will get quotes and come back to the October meeting with quotes so it can be voted on to purchase.
- Ordering patterns have been around Monday/Wed – 80, Thurs – 90, Friday 100+ orders.
- Canteen will be open 5 days a week starting in Term 4 – looking at providing a meal deal for the Tuesday
- Mon, Tues, Wed – canteen mgr, Thursday – canteen asst, Friday – canteen asst with a paid kitchen hand for 2-3 hours
- Buffer zone for the canteen will remain at \$8000

Noted: The canteen has agreed to try and get a financial report to the P&C Exec the Friday before the P&C meeting.

Band Committee Update

Election Day fundraiser – approximately \$2900 raised on the day + a \$500 donation

General Business:

Next Meeting Dates:

18 October	
15 November	13 December

Meeting Closure: 9:15pm



PRESIDENT: Annie Kent E: nlpspandc@gmail.com M: 0420 738 718
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Balance Sheet as at 15/9/2016

Assets

CBA 0031 Main Account BANK	\$47,061.31
P&C General Events Float	\$200.00
Uniform Shop Float	\$200.00
Total Assets	\$47,461.31

Bank Reconciliation

Balance on Bank Stmt	\$47,061.31
Less: Unpresented Cheques:	\$50.00
Plus: Uncleared Deposits:	
MYOB Balance:	\$47,011.31

Pledges outstanding	
Band	\$14,013.13
Vegipods	\$2,500.00
Technology \$5000 2015 \$3880.02	\$8,880.02
Remaining funds available	\$21,618.16

Activities since last meeting

Uniform Shop

Income - Website	\$1,323.42
Income - Onsite	
Expenses -	
Net Profit	\$1,323.42

Band \$ Movement

Fees received -	\$2,020.00
Fundraising -	-\$220.55
Expenses -	-\$50.00
Net Profit	\$1,749.45

Various

P&C Federation Insurance	-\$1,197.00
Entertainment Book Income	\$70.00
Victoria Rika Heke ASK HELEN	\$50.00
P&C Gen - Fees Income	\$7,230.00
Live EFTPOS monthly fee	-\$38.00
Interest from 0031 main account	\$0.43
CBA School Banking Commission	
Total Various	\$6,115.43