MEETING – 20 MAY 2014 – MINUTES
7:30pm The Library, Narrabeen Lakes Public School

Meeting Opened: 7:35pm By President, Jennifer Sheehan: I acknowledge this meeting is being held on traditional lands of the Guring-gai people.

Attendance & Apologies: Lynn Chant, Ian Phillips, Tony Davies
- Fees paid - $2.00 paid by LeeAnn Beer, Mandy Chappell, and Annie Kent

Minutes of Previous Meetings:
- 8 April 2014 Monthly General Meeting were approved – Mover: Jennifer Sheehan Second: Tiffany Smyth

Discussion/Voting Items:

a. Advertising Budget for Markets to be approved
   **Artwork voted on: Yellow/Purple (was slide one on presentation was the go)
   **Kristian helping with markets/acting as treasurer for markets
   **Will stick with dates for this year, but next year look at moving away from first Saturday of the month
   **Flyers/Posters $300, Bali Flags $100, Banners $400, Manly Daily $700, Local Market Guide $60/month,


b. Quotes needed for additional freezer for canteen – no quotes obtained as yet

c. Drawers for the Canteen x 5 – discussed – needed for canteen

d. Shelves for the canteen (fridge room) – discussed – needed for canteen

e. Teaches car park gate (for mulch delivery) – not discussed

f. Additional gate entry for Markets (near Devitts) – discuss again after 2nd markets

g. Older Kids book drive – Audit to be done in the classrooms in Term 3 to determine if additional books are needed

h. New basketball/netball hoops for the playground–discussed–responsibility of Year 6 students to bring out the basketball hoops each day – a reminder will be given to Year 6 so that they can resume putting them up each day

i. Non payment of band fees (clause if you are having trouble paying...) – discussed this will be put on the bottom of the band fee notes from now on

Treasurer Report
Transfer of market stall money into P&C account – this will be done at the end of each market
Monthly Report – see handout

Secretary
Correspondence – P&C quarterly magazine

President Report
Day Markets – see notes under Discussion/Voting Items
Principal's Report

**Professional Development** – instead of the 19th December, the teachers will replace this day with the 13th September.

**125th Anniversary Narrabeen Lakes Primary School** – will need to get volunteers to help on the 11th September 2014 for this special event.

**Open Day** – Will take place on the morning of Wednesday the 10th September.

**Education Week** – Narrabeen Lakes will have a day dedicated to this on the 29th July 2014.

**Out of Area Enrolments** – None will be accepted for next year.

**Storage at school for P&C items** – P&C has items stored around the school that need to be moved – Andy suggested that the P&C purchase a storage shed to be placed near the clothing pool container.

**Voted:** That $600 be spent on purchasing a shed for storage for P&C items

Moved: Jennifer Sheehan

Second: Kate Martin

New Business Arising:

**Half Yearly Wish List**

**Outdoor Blinds/Café Blinds for the COLA** (Example pictures from Forestville PS provided by Andy Rankin)

Obtain quotes to look at having this done by September 2014 as key fundraising project for P&C. Aim to have available for 125 birthday evening including official opening.

**Older Kids Books**

**Electronic sign to replace the one at the front of the school.** Andy to investigate ongoing income streams from other schools and present at next P&C meeting.

**Canteen** – several parents have asked if the canteen could open up on a part time basis for children to use. Several parents will look at what other schools are doing and report back to the next P&C or via email.

Next Meeting: 17 June 2014 at 7:30pm at the NLPS Library

Meeting Closure: 9:00pm
Narrabeen Lakes P&C

Balance Sheet as at 19 May 2014

Assets
- CBA 0031 Main Account Bank Stmt Balance $39,011.53
- CBA 0588 Term Deposit $10,000.00
- CBA 7729 Lakes Market $750.02
- Petty Cash - Parent Club Float $100.00
- Clothing Pool Float $65.00

Total Assets $49,926.55

Bank Reconciliation
- MYOB Balance on 19 May 2014 $39,011.53
- Add: Unpresented Cheques: $299.52
- Deduct: Uncleared Deposits: 
  Expected Balance on Statement: $39,311.05

Activities since last meeting

Ice Cream Mondays
- Expenses -
  - Income - 5 May 2014 $80.00
  - Income - 12 May 2014 $96.00
- Income -
- Income -
- Expense -

Net Profit $176.00

Special Event - Mothers' Day Stall
- Income - On day $2,538.00
- Income - IOUs $16.00
- Expenses - Gifts to You Fundraising -$131.75
- Expenses - Smart Fundraiser in prev rep $208.70

Net Profit so far is actually $2,213.55

Net Profit $2,422.25

Slushie Fridays
- Income - 11 April 2014 $208.00
- Income - 2 May 2014 $239.75
- Income - 9 May 2014 $213.50
- Income - 16 May 2014 $261.80
- Expenses - Metro Ice Creams Inv 50561 -$261.35

Net Profit $661.70
**Narrabeen Lakes P&C**

**Special Event - Interrelate**

<table>
<thead>
<tr>
<th>Income - Lectures (NB net profit prev period $254)</th>
<th>$440.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income - Food</td>
<td><strong>Net profit actually $157.60</strong></td>
</tr>
<tr>
<td>Expenses - Food</td>
<td></td>
</tr>
<tr>
<td>Expenses - Lecture if school pays it $650</td>
<td></td>
</tr>
<tr>
<td><strong>Net Profit</strong></td>
<td><strong>$553.60</strong></td>
</tr>
</tbody>
</table>

**Special Lunch - Pizza 9 April 2014**

| Income - Prepaid | $1,091.80 |
| Income - 2 x chqs $7 | $14.00 |
| Expenses - | **-$568.80** |

| **Net Profit** | **$537.00** |

**Band $ Movement**

| Fees received - | $1,940.00 |
| Expense - Dickson's Music 2nd installment Inv per term | **-$110.25** |
| Expense - | |
| Expense - | |
| Expense - | |
| Band Fundraising Inc | |
| Band Fundraising Exp | |

| **Net Profit** | **$1,829.75** |

**Various**

| Ride to School Day Breakfast reimburse Ali C | **-$83.33** |
| Parent contributions to P&C (fees) | **$3,760.00** |
| Parent pays PSSA into P&C by mistake | **$55.00** |
| Return PSSA into P&C by mistake | **-$55.00** |
| Clothing Pool | **$165.00** |
| Parent pays PSSA into P&C by mistake | **$120.00** |
| P&C joining fees $2 | |
| That's Mine commission | **$23.86** |
| Interest from 0031 main account | **$20.17** |
| Interest from term dep into 0031 main account | |

| **Total Various** | **$4,005.70** |