



P&C Update for meeting Tuesday 14th March 2017

Treasurer Report

Update:

- Financials prepared as at end of February 2017. Reminder the financial year period is December through to end November. Profit and Loss not reflective of band financials. These will be updated prior to next meeting.
- Audit: Mandy reports no update since last meeting.
- Preliminary details re: P&C Voluntary Fees paid with term 1 account approx. \$92,000.
@ \$295 per child this represents approx. 310 contributions to date (of approx. 470 students).
- Balance in accounts as at 14 March:
 - Main account: \$62K
 - Saver Account: \$51K
 - Band Account: \$52K
- Ireson Commission Campaign \$16K received. Lead sponsorship funding \$2500 received.
- Pickles donation for 1 July 2015 to 31 Dec 2016 totalling: \$3,593.38
- Working with St George Bank at Crows Nest Branch to add remove authorised operators of P&C Accounts:
 - Add:** Susannah Gallagher and Tom Huckerby.
 - Remove:** Craig Curtin, Leanne Ambrogio and Amanda Zimbounellis.
- P&C working on developing clear processes for: collecting money; counting and depositing cash; reimbursing expenses to organisers to ensure consistency, efficiency and prompt reimbursement.
- P&C to hold in trust "year 6 gift" funds to be returned to year 6 co-ordinator and parents when gift is to be purchased.

Action Items:

- Complete Bank forms for adding/removing authorised operators (Clare, Harriet, Susannah, Tom).
- Finalise processes and formats for handling funds and reimbursements (Harriet, Clare, Susannah).