

**Figtree Public School**

**P & C Auxiliary Meeting Draft Minutes**

**Wednesday 8th March 2017**

**Attending:** Amanda Hubert, Nicole Castrissios, Eva Thompson, Kristy Turner, Emma Clayton, Kim Kelly, Alicia Williams, Gina Peros, Julie Landon

**Apologies:** Melissa Harding, Teresa Marras,

**Meeting Opened:** 2.15pm

**Previous Meeting Minutes Accepted by:** Amanda      **Seconded by:** Alicia

**Business Arising from Previous Minutes:** None

**Correspondence in:**

Mar 17	Australian fundraising specialists	Cadbury chocolate fundraising
	2017 fundraising directory	On your Mark publishing – Math textbooks
	Expressions tea towel company	Entertainment book fundraiser
	Crazy camel fundraising	Aver and Line photography fundraiser
	Sipahh fundraising	Garden express fundraising
	Mr Showbag	
	Signature engraving	
	Heather Brae fundraising	

**Correspondence Out:**

Foster's Amusement email

**Treasurer's Report: Canteen Purchaser Report:**

- Balance as at 31<sup>st</sup> January 2017 \$12269.42. Attached canteen treasurer reports February.
- Fundraising comparison between 2015 and 2016, see attached.

Canteen buyer report.

Welcome Kim Kelly as the new canteen buyer. Kim will start Friday after letter is given to Woolworths, to add signatories for account.

## **Roster Secretary Report:**

Nicole Castrissios suggested year 6 helpers in canteen, Gina approves year 6 students to help in canteen. Nicole Castrissios to email Gina information for stage 3 teachers, for year 6 volunteers.

## **General Business:**

### **1. Special canteen day – Donut and milkshake day 2<sup>nd</sup> March (T1W6)**

Thank you to all volunteers. 247 donuts and 217 milkshakes were sold, a profit of \$868.36

### **2. Cross Country Special Canteen Day – Friday 24 March (T1W9)**

In the event of rain the cross country day may move to another day but we will still cater for food. Menu is a choice of chicken skewer in a bun, skewer only or corn cob, with or without a popper or water.

Volunteers on the day: Kim Kelly and Eva Thompson on zooper doopers and drink station; Caroline Banks, Allanah Smyth, Teresa Marras? on canteen; Aaron or Jonothan Smith on BBQ.

### **3. Mufti Day Easter Hat Parade – Thursday 30 March (T1W10)**

Amanda Hubert to message on Facebook, asking for basket donations.

Volunteers collecting on the day: Kim Kelly, Amanda Hubert and Caroline Banks.

Wrapping day venue and time TBA, Transportation on the Easter Hat Parade day: Alicia Williams, Eva Thompson, Amanda Hubert, Nicole Castrissios.

### **4. Easter Hat Parade & Sausage Sizzle – Thursday 6 April (T1W11)**

P&C Approved \$800 for raffle prizes – 1<sup>st</sup> Prize Family Passes to Sydney Aquarium & National Maritime Museum, 2<sup>nd</sup> Prize \$50 Chickos Voucher, then dozens of chocolate basket prizes.

Preorder sausage sizzle.

Amanda Hubert to post message on Facebook asking parents to check students bag for raffle tickets.

Cupcake stall, volunteers to bake: Amanda Hubert, Alicia Williams, Eva Thompson, Emma Clayton.

### **5. Online school calendar**

Aiming to get P&C list of events put on the school website calendar.

### **6. Pie Drive – 15<sup>th</sup> to 31<sup>st</sup> May (T2W4, 5, 6) delivery Thursday 8<sup>th</sup> June (T2W7)**

Pies and Quiches to be provided by Berkeley cakes and pies. Nicole Castrissios to approach Nicole Porter to see if she would be interested in coordinating the pie drive again this year.

Suggested that Quiche price increase to \$18, the prices for the rest of the list remain unchanged.

#### **7. Movie Night Despicable Me 3 (T2W10)**

Nicole Castrissios has been enquiring with cinemas regarding seating capacity, dates available and prices. Greater Union seats 240, advanced screening either Wednesday or Thursday 14/15<sup>th</sup> June, 6.30pm start. \$17.50 Midi combo including ticket, school to sell for \$20.

Gala can seat a max of 350, screening on Thursday 15<sup>th</sup> June, 6.30pm start, \$9 tickets, \$9 choc top, drink and popcorn.

Suggestion to invite teachers.

**OTHER BUSINESS:** None

**Next Meeting to be held:** Wednesday 10<sup>th</sup> May 2017.

**Future meetings:** 14<sup>th</sup> June, 9<sup>th</sup> August, 13<sup>th</sup> September, 11<sup>th</sup> October, 8<sup>th</sup> November, 13<sup>th</sup> December

**Meeting Closed:** 3.02 pm

**FIGTREE PRIMARY SCHOOL**  
**Canteen Treasurer Report**  
**1st February 2017 to 28th February 2017**

Cashbook Balance as at 31st January 2017 \$ 12,269.42

Add Income February 2017 \$ 2,490.60

Total Income \$ 2,490.60

Sub Total \$ 14,760.02

Less Expenses February 2017 \$ 9,764.59

Total Expenses \$ 9,764.59

Sub Total \$ 4,995.43

Cashbook Balance as at 28th February 2017 \$ 4,995.43

Add Unpresented Cheques \$ 9,464.59

Less Unpresented Deposits \$ -

Total Balance with Bank Statement \$ 14,460.02

Balance of Bank Statement as at 28th February 2017 \$ 14,460.02

**Reported By:**

Alicia Williams

**Unpresented Deposits**

Figtree P&C	1856	7000.00
Leisure Coast Bakery	1857	154.03
J & L Borgo Pty Ltd	1858	1314.29
K & C Juice Distributors	1859	247.36
K & J Jeffree	1860	277.45
Southern Sweet Distributors	1861	103.05
Woolworths	1862	246.50
Packaging Direct	1863	121.91
<b>TOTAL</b>		<b>9464.59</b>





## School Canteen

06 2644 1008 0073

Balance  
+ \$14,460.02

Available  
+ \$14,460.02

Date	Transaction details	Amount	Total
28 Feb 2017	Cash Dep Branch Figtree	+ \$272.90	+ \$14,460.02
28 Feb 2017	CASH DEPOSIT CBA ATM FIGTREE A NSW 264401 AUS	+ \$175.00	+ \$14,187.12
21 Feb 2017	Cash Dep Branch Figtree	+ \$482.00	+ \$14,012.12
21 Feb 2017	CASH DEPOSIT CBA ATM FIGTREE A NSW 264401 AUS	+ \$275.00	+ \$13,530.12
14 Feb 2017	Cash Dep Branch Figtree	+ \$463.55	+ \$13,255.12
14 Feb 2017	CASH DEPOSIT CBA ATM FIGTREE A NSW 264401 AUS	+ \$225.00	+ \$12,791.57
07 Feb 2017	Cash Dep Branch Figtree	+ \$407.15	+ \$12,566.57
07 Feb 2017	CASH DEPOSIT CBA ATM FIGTREE A NSW 264401 AUS	+ \$190.00	+ \$12,159.42
03 Feb 2017	Cashed Chq No. 001855 Figtree	- \$300.00	+ \$11,969.42

There are no more transactions to display.