

*Fredrickson*  
31/7/23

## Carine Primary School P & C Association

ABN 42 465 012 368

Address: 58 Osmaston Road Carine WA 6020 Telephone: 08 9447 4266 (Admin Office)

Email: carine.primary.pandc@gmail.com

### Minutes of General Meeting 6 June 2023

**Held: Staff Room**

**Apologies:** Anita Kruger, Dayna Feldheusen, Hayleigh Bowyer, Michelle Stephens, Ying Sun

#### ATTENDANCE - Quorum achieved

Alana Fredrickson (chair)	Sara Jaenke	Blake Jaenke	Samantha Daniel
Michael Black (ex officio)	Megan Salom	Kerrie Rundell	Thomas Enston
Kathryn High	Sarah Sharman	Cassandra Hart	Dipesh Garara

	Meeting Opened: 7.30pm	WHO
1	Welcome by Chair	
2	<b>Confirmation of Previous Minutes</b> The minutes of the General Meeting held on 9 May 2023 were confirmed as true and correct.	AF
3	<b>Correspondence</b> Nil	SJ
4	<b>Reports</b>	
4.1	<b>Principal's Report</b> The school chaplain Mrs Robertson has been welcomed to the school. School reports will be sent out on 26 June. Student council speeches and elections will be held in week 8. Photos will be taken next week. The lightning carnival will be held on 27 June. \$922 was raised for the Cancer Council by students wearing yellow.	MB
4.2	<b>Board Report</b> The board was updated on the development of the Reconciliation Action Plan; a lot of work has been put in by the teachers involved. The board met the school's new chaplain Mrs Robertson. The school opinion survey will be sent out to parents/caregivers soon. Board members are attending training this week.	MS
4.3	<b>Treasurer's Report</b> The attached report was accepted by the committee.	BJ
4.4	<b>Uniform Shop Report</b> Sam reported that the Rad Tagd lost property system will not be suitable for the school.  <b>Motion</b> to approve expenditure of up to \$700 for a tablet, printer and SIM to streamline uniform shop sales and record keeping (motion 013/23).  <b>Carried</b>	SD



4.5	<b>Year 6 Sub-Committee</b> Term 2 donut day will be held on 21 June. The Colour run was successful raising \$K, prizes are on their way.  <b>Motion</b> to approve expenditure up to \$1350 for the Pizza Day to be held in August 2023 (date TBC) (motion 014/23).  <b>Carried</b>  <b>Action Item:</b> Financial Motions for next General Meeting for Sports Day, Fun Day, Donut Day in Term 3.	KH
4.6	<b>Carine League of Dads Sub-Committee</b> The next event will be a Dads and kids bike ride on 17 June.	DG
4.7	<b>Outdoor Project</b> Project will be ongoing long term. Mike Black reported that quotes were being obtained for a recycling hub.  <b>Action Item:</b> Terms of Reference required to be ratified.	MS
5	<b>Business Arising from Previous Minutes</b>	
	<b>Principal's Wish List items</b>  <b>Motion</b> to approve expenditure up to \$8337.50 to cover the school's Mathletics subscription (as per Principal's wish list) (motion 015/23).  <b>Carried</b>  <b>Motion</b> to approve expenditure up to \$8008.50 for the school's Reading Eggs subscription (as per Principal's wish list) (motion 016/23).  <b>Carried</b>  <b>Motion</b> to approve expenditure up to \$1800 to cover the cost of the purchase by the school of further decodable readers (as per Principal's wish list) (motion 017/23).  <b>Carried</b>	SJ
	<b>Sports equipment</b>  <b>Motion</b> to approve expenditure up to \$2800 for the school to purchase new sports equipment, as per committee's agreement to use Movie Night Funds for this (as per Principal's wish list) (motion 018/23).  <b>Carried</b>	SJ
	<b>Crossing safety Survey</b> Weather and lack of volunteers has delayed survey. Alana Fredrickson attended the high school P&C meeting with little interest. Survey has been rescheduled again for Friday 9 June 2023.	AF
	<b>Parent Event</b> Motion to hold a Quiz Night for parents in Term 3 and for the committee to approve expenditure up to \$6850 for this event (motion 019/23).  <b>Carried</b>	KH
6	<b>General Business</b>	
6.1	<b>Fathers Day Stall</b> To be held on 1 September 2023.  <b>Action item:</b> To be discussed at next meeting.	AF
6.2	<b>Disco</b> To be held in Term 4. Sarah Sharman offered to coordinate with assistance.	AF

6.3	<b>WACSSO Conference art</b> Alana Fredrickson has applied on behalf of the school, there will be a 1m <sup>2</sup> space to display students' art. Volunteers will be needed for set up on the Friday before and pack up on the Sunday afternoon.	AF
7	<b>Other business</b>	
7.1	<b>Art Exhibition</b> Art teachers Melissa Hart and Caroline Young are organising for October 2023 and have invited the P&C to participate. Kath High volunteered to coordinate this. Cake stall and silent auction discussed.	AF
7.2	<b>Colour Run Feedback</b> Sarah Sharman shared feedback received regarding fundraising for prizes, amount of fees taken vs amounts donated.  <b>Action item:</b> Sarah will investigate other options for running the event in a different way that still allows for easy fundraising/donating.	SS
<b>Date of Next Meeting</b> Monday 31 July 2023.		
<b>Meeting Closed: 8.30pm</b>		



**Carine Primary School  
Parents & Citizens' Association Inc.  
Treasurer's Report  
As at 29 May 2023**

SUMMARY OF FUNDS - CARINE PRIMARY P&C		AMOUNT
Current Balance - Cheque Account	\$	36,078.22
Current Balance - Interest Account	\$	45,925.53
Add:		
Less:		
Unpresented Cheques	\$	-
Creditors	-\$	1,187.56
TRUE BALANCE OF ACCOUNTS		\$ 80,816.19

UNPRESENTED CHEQUES	AMOUNT
TOTAL UNPRESENTED CHEQUES	\$ -

CREDITORS	AMOUNT
Rachel Brockwell - Term 2 Pizza Day	\$ 1,187.56
TOTAL CREDITORS	\$ 1,187.56

Current Uniform Stock on Hand - as at 30 May 2023	\$	22,696.64
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Regards  
Blake Jaenke  
P&C Treasurer

## Profit and loss report

Accrual mode

01 Jan 2023 - 30 May 2023

	Total
<b>4-0000 Income</b>	
<b>4-2000 Fundraising Income</b>	
4-2100 Miscellaneous income	280.00
4-2150 Easter Egg Raffle	3,347.10
4-2200 Ice Cream Day	1,592.35
4-2250 Pizza Day	4,131.00
4-2300 Entertainment Books	89.00
4-2801 Colour Run	27,304.15
4-2805 Mothers/Fathers Day Stall	4,188.45
4-2960 Movie Night	5,766.90
<b>Total Fundraising Income</b>	<b>46,698.95</b>
<b>4-3000 Graduation Committee</b>	
4-3002 Leavers T-Shirts	5,430.00
<b>Total Graduation Committee</b>	<b>5,430.00</b>
<b>4-3500 P&amp;C Income</b>	
4-3520 P&C Membership Fees	27.00
<b>Total P&amp;C Income</b>	<b>27.00</b>
<b>4-3600 Other General Income</b>	
4-3601 Clothesline	18,440.50
4-3603 Footy Tipping	640.00
4-3604 Containers for Change	20.10
<b>Total Other General Income</b>	<b>19,100.60</b>
<b>4-3900 Interest Income</b>	
4-3901 Interest Received	350.47
<b>Total Interest Income</b>	<b>350.47</b>
<b>Total Income</b>	<b>71,607.02</b>
<b>Gross Profit</b>	<b>71,607.02</b>
<b>6-0000 Expenses</b>	
<b>6-1100 Fundraising Expenses</b>	
6-1110 Ice Cream Day	1,496.65
6-1122 Easter Egg Raffle	196.58
6-1130 Mothers/Father Day Stall	2,933.96
6-1138 Pizza Day	2,414.24
6-1142 Colour Run	813.71
6-1150 Movie Night	1,313.73
<b>Total Fundraising Expenses</b>	<b>9,168.87</b>
<b>6-1200 School Funding Expenses</b>	
6-1221 Donations to School	62,726.10
<b>Total School Funding Expenses</b>	<b>62,726.10</b>
<b>6-1300 Other General Expenses</b>	

	Total
6-1305 P&C Out of Pocket Expenses	350.00
6-1309 Auditing Fees P&C	550.00
6-1313 P & C Expense	888.00
6-1314 WACSSO Affiliation	1,383.76
6-1315 Clothesline Purchases	12,301.36
6-1316 Clothesline POS Fees	590.94
6-1318 Clothesline - Opening Stock	20,978.49
6-1319 Clothesline - Closing Stock	(22,696.64)
<b>Total Other General Expenses</b>	<b>14,345.91</b>
<b>6-1400 Year 6 Expenses</b>	
6-1401 Leavers T-Shirts	137.38
<b>Total Year 6 Expenses</b>	<b>137.38</b>
6-3400 Fathering Project	356.32
<b>Total Expenses</b>	<b>86,734.58</b>
<b>Operating Profit</b>	<b>(15,127.56)</b>
<b>Net Profit</b>	<b>(15,127.56)</b>

## Balance sheet report

Accrual mode

30 May 2023

	Total
<b>1-0000 Assets</b>	
<b>1-1000 Current Assets</b>	
<b>1-1100 Cash On Hand</b>	
1-1110 CBA Cheque 066-192 10471598	38,137.17
1-1125 CBA online Business saver	45,925.53
<b>Total Cash On Hand</b>	<b>84,062.70</b>
<b>1-1300 Total Inventory</b>	
1-1310 Uniform Stock on Hand	22,696.64
<b>Total Total Inventory</b>	<b>22,696.64</b>
<b>Total Current Assets</b>	<b>106,759.34</b>
<b>Total Assets</b>	<b>106,759.34</b>
<b>2-0000 Liabilities</b>	
<b>2-1000 Current Liabilities</b>	
2-1200 Trade Creditors	1,187.56
<b>Total Current Liabilities</b>	<b>1,187.56</b>
<b>Total Liabilities</b>	<b>1,187.56</b>
<b>Net Assets</b>	<b>105,571.78</b>
<b>3-0000 Equity</b>	
3-8000 Accumulated Funds	120,699.34
3-9000 Surplus/Deficit for Year	(15,127.56)
<b>Total Equity</b>	<b>105,571.78</b>

## Bank reconciliation

09 May 2023

Account number	Account name	Date last reconciled	Last reconciled balance (\$)	Account balance (\$)
1-1125	CBA online Business saver	29/05/2023	45,925.53	45,925.53
Reconciliation				Value (\$)
Account balance on 09/05/2023				45,925.53
Add: Outstanding withdrawals				0.00
Subtotal				45,925.53
Deduct: Outstanding deposits				0.00
Expected balance on bank statement				45,925.53
Reconciled deposits				
Reference number	Transaction date	Description	Deposit (\$)	Withdrawal (\$)
CR004095	01/05/2023		47.14	
Total			47.14	0.00





CARINE PRIMARY SCHOOL PARENTS AND CITIZENS'  
ASSOCIATION INCORPORATED  
5 KERSEY WAY  
CARINE WA Australia 6020

30 May 2023

Dear CARINE PRIMARY SCHOOL PARENTS AND CITIZENS' ASSOCIATION INCORPORATED,  
Here's your account information and a list of transactions from 01/05/23-30/05/23.

**Account name** CARINE PRIMARY SCHOOL PARENTS AND CITIZENS' ASSOCIATION  
INCORPORATED  
**BSB** 066157  
**Account number** 10365996  
**Account type** Bus Online Saver  
**Date opened** 08/11/2013

Date	Transaction details	Amount	Balance
01 May 2023	Credit Interest	\$47.14	\$45,925.53

Any pending transactions haven't been included in this list. Proceeds of cheques aren't available until cleared.

If you have questions or need more information, go to [commbank.com.au/support](https://commbank.com.au/support).

Yours sincerely,

Brian Moseley  
General Manager, Retail Customer Service



## Bank reconciliation

29 May 2023

Account number	Account name	Date last reconciled	Last reconciled balance (\$)	Account balance (\$)
1-1110	CBA Cheque 066-192 10471598	29/05/2023	22,182.02	22,182.02
Reconciliation				Value (\$)
Account balance on 29/05/2023				22,182.02
Add: Outstanding withdrawals				0.00
Subtotal				22,182.02
Deduct: Outstanding deposits				0.00
Expected balance on bank statement				22,182.02
Reconciled deposits				
Reference number	Transaction date	Description	Deposit (\$)	Withdrawal (\$)
CR004094	29/04/2023		2,058.95	
CR004102	10/05/2023	Direct Credit 148031 FMC PC MEMBER SALOM	1.00	
CR004098	12/05/2023	COIN MACHINE DEPOSIT \$2580.00 Branch KARRINYUP 1 Mothers Day	2,580.00	
CR004099	12/05/2023	COIN MACHINE DEPOSIT \$1608.45 Branch KARRINYUP	1,608.45	
CR004100	12/05/2023	COIN MACHINE DEPOSIT \$1705.00 Branch KARRINYUP 1 Movie night	1,705.00	
CR004101	12/05/2023	COIN MACHINE DEPOSIT \$362.45 Branch KARRINYUP	362.45	
CR004105	12/05/2023	Direct Credit 141000 QUICKCLIQ QCUNI29247973	1,077.04	
CR004097	15/05/2023	Direct Credit 141000 GOFUNDRAISE PTY GFRAU85999	8,610.00	
CR004106	16/05/2023	POS 91749900 16 MAY	28.00	
CR004103	19/05/2023	Direct Credit 141000 QUICKCLIQ QCUNI29443643	446.95	
CR004107	22/05/2023	POS 91749900 22 MAY	198.00	
CR004096	26/05/2023	Fast Transfer From OLIVIA GREEN Colour Run - Alex Green Colour	20.00	
CR004104	26/05/2023	Direct Credit 141000 QUICKCLIQ QCUNI29637842	1,093.89	
CR004108	26/05/2023	Direct Credit 141000 QUICKCLIQ QC29637755	2,093.90	
Total			21,883.63	0.00
Reconciled withdrawals				
Reference number	Transaction date	Description	Deposit (\$)	Withdrawal (\$)
30032026	12/05/2023	Transfer to other Bank NetBank CARINE PRIMARY P C		263.00
30032027	12/05/2023	Transfer to other Bank NetBank CARINE PRIMARY P C		500.00
12052023	12/05/2023	Payment; Stephens, Michelle		516.20
EP000104	27/05/2023	Electronic Payment		14,545.75
Total			0.00	15,824.95



CARINE PRIMARY SCHOOL PARENTS AND CITIZENS'  
ASSOCIATION INCORPORATED  
5 KERSEY WAY  
CARINE WA Australia 6020

30 May 2023

Dear CARINE PRIMARY SCHOOL PARENTS AND CITIZENS' ASSOCIATION INCORPORATED,  
Here's your account information and a list of transactions from 10/05/23-30/05/23.

**Account name** CARINE PRIMARY SCHOOL PARENTS AND CITIZENS' ASSOCIATION  
INCORPORATED  
**BSB** 066192  
**Account number** 10471598  
**Account type** Society Cheque Acct  
**Date opened** 03/09/2012

Date	Transaction details	Amount	Balance
10 May 2023	Direct Credit 148031 FMC PC MEMBER SALOM	\$1.00	\$16,124.34
12 May 2023	COIN MACHINE DEPOSIT \$1705.00 Branch KARRINYUP 1 Movie night	\$1,705.00	\$17,829.34
12 May 2023	COIN MACHINE DEPOSIT \$2580.00 Branch KARRINYUP 1 Mothers Day	\$2,580.00	\$20,409.34
12 May 2023	Transfer to other Bank NetBank CARINE PRIMARY P C	-\$500.00	\$19,909.34
12 May 2023	Transfer to other Bank NetBank CARINE PRIMARY P C	-\$263.00	\$19,646.34
12 May 2023	Transfer to other Bank NetBank CARINE PRIMARY P C	-\$516.20	\$19,130.14
12 May 2023	COIN MACHINE DEPOSIT \$362.45 Branch KARRINYUP	\$362.45	\$19,492.59
12 May 2023	COIN MACHINE DEPOSIT \$1608.45 Branch KARRINYUP	\$1,608.45	\$21,101.04
12 May 2023	Direct Credit 141000 QUICKCLIQ QCUNI29247973	\$1,077.04	\$22,178.08
15 May 2023	Direct Credit 141000 GOFUNDRAISE PTY GFRAU85999	\$8,610.00	\$30,788.08
16 May 2023	POS 91749900 16 MAY	\$28.00	\$30,816.08
19 May 2023	Direct Credit 141000 QUICKCLIQ QCUNI29443643	\$446.95	\$31,263.03
22 May 2023	POS 91749900 22 MAY	\$198.00	\$31,461.03



Account Number 066192 10471598

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Date	Transaction details	Amount	Balance
26 May 2023	Fast Transfer From OLIVIA GREEN Colour Run - Alex Green	\$20.00	\$31,481.03
26 May 2023	Direct Credit 141000 QUICKCLIQ QCUNI29637842	\$1,093.89	\$32,574.92
26 May 2023	Direct Credit 141000 QUICKCLIQ QC29637755	\$2,093.90	\$34,668.82
27 May 2023	Multiple Transfer NetBank CARINE PRIMARY P C	-\$14,545.75	\$20,123.07
30 May 2023	Direct Credit 141000 GOFUNDRAISE PTY GFRAU86320	\$15,955.15	\$36,078.22

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Yours sincerely,



Brian Moseley  
General Manager, Retail Customer Service

**Carine Primary School P&C**  
**Listing of Approved Expenditure**

**Donations/Allocations to School**

	<b>Approved</b>	<b>Spent</b>	<b>Balance</b>
Reading Eggs	\$ 8,008.50	\$ 8,008.50	\$ -
Nature Play	\$ 60,000.00	\$ 42,500.00	\$ 17,500.00
Veggie Garden	\$ 10,000.00	\$ 10,000.00	\$ -
Sports Uniforms	\$ 2,217.60	\$ 2,217.60	\$ -

**Year 6 Grad Committee**

	<b>Proceeds</b>	<b>Cost</b>	<b>Profit/(Loss)</b>
Ice Cream Day - Term 4 (2022)	\$ -	\$ 697.95	-\$ 697.95
Graduation Shirt Subsidy			\$ -
Leavers Shirts	\$ 5,430.00	\$ 137.38	\$ 5,292.62
Pizza Day - Term 1	\$ 1,990.00	\$ 1,179.58	\$ 810.42
Pizza Day - Term 2	\$ 2,141.00	\$ 1,234.66	\$ 906.34
Pizza Day - Term 3			\$ -
Ice Cream Day - Term 1	\$ 1,592.35	\$ 798.70	\$ 793.65
Ice Cream Day - Term 2			\$ -
Ice Cream Day - Term 3			\$ -
Cake Stall			\$ -
	\$ 11,153.35	\$ 4,048.27	\$ 7,105.08