



Parents + Citizens Association



P+C AGM Minutes – Wed 4 March 2015

Present: BPS: May Ellwood, Maria Lambos

P+C: Andrea Smith, Bidy McDermott, Candy Jenkins, Carla Jedani, Cath Chatterton, Clare Rumboll, Cliff Philipiah, David Finlay, Emma Allt-Graham, Grahame Paton, John Chatterton, Jacqui Freeman, Karen Harvey, Kim Janson, Lyndal Rutgers, Marilyn Fong, Mike Fairhurst, Monique Dower, Natasha Foster, Nyree Morrison, Oddette Harvey, Robert Bennett, Robert Smith, Rob Taubman, Robyn Elmslie, Tiffany Zehnal, Van Allen, Vanessa James

Minutes recorded by: Andrea Smith

1. Welcome and introductions

Meeting opened: 7.10 pm. Welcome from Rob Bennett and general introductions.

2. Approval of AGM minutes, 2014

Proposed by Rob Bennett; seconded by Bidy McDermott.

3. President's annual report, 2014

Prepared by Robert Bennett and available on the BPS P+C website: <http://www.balmain-p.schools.nsw.edu.au/p-c/2015-annual-general-meeting>

4. Treasurer's annual report, 2014

Prepared by David Finlay and available on the BPS P+C website: <http://www.balmain-p.schools.nsw.edu.au/p-c/2015-annual-general-meeting> (Appendix 1)

5. Audited statement of income and expenditure

- The nominated auditor, as agreed by BPS P&C, was Anthony Francis Cutler (aka Billy Cutler), Treasurer of Rozelle P&C.
 - The audit of the accounts for the year ended 31 December 2014 found:
 - Income was reviewed by checking the bank statements against cash book. There were no discrepancies found. There is no reason to question the records.
 - The expenses have been reviewed on a sample basis and matched to the invoices and cheque book. No discrepancies were found.
 - The income and expenses cash book reconcile with the bank statements for the 12 months of the year.
 - The recommendation put to the treasurer for disbursements to be proposed, seconded and clearly recorded in the Minutes has been enacted satisfactorily.
 - On this basis, David Finlay proposed:
 - finance be signed off; seconded by Kim Janson.
 - the audit be adopted; seconded by Kim Janson.
- ⇒ **Robert Bennett** to send copy to P+C Federation and, once accepted, place on P+C website.

6. Appointment of auditor for 2015

David Finlay proposed Billy Cutler be appointed as auditor for 2015; seconded by Kim Janson. No objections were raised.



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7. Elections of P+C office positions and subcommittee coordinator positions

Returning office: Maria Lambos

P+C office positions:

- President: Robert Bennett
- Vice-president: Cliff Philipiah
- Vice-president: Robert Taubman
- Treasurer: David Finlay
- Secretary: Andrea Smith

P+C subcommittee coordinator positions:

- Events coordinator/Communication: Robert Taubman
- Canteen coordinator: Van Allen
- Canteen liaison/Roster coordinator: Monique Dower
- Band/Choir liaison coordinator: Bidy McDermott and Robyn Elmslie
- Playground upgrade committee coordinator: Van Allen; Robert Smith
- BFR committee coordinator: Mel Reardon

Meeting closed 7.35 pm



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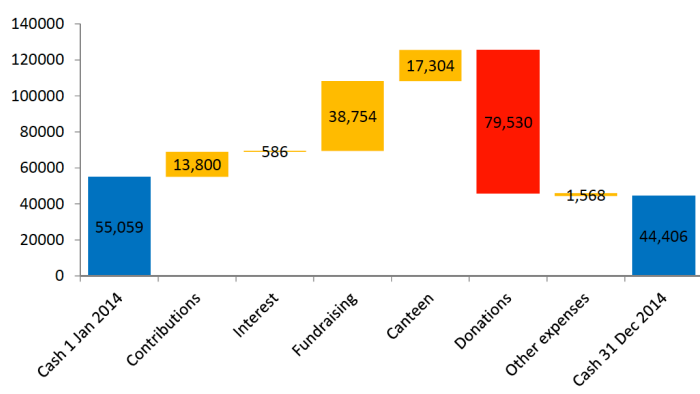
Appendix 1 Treasurer's report

Balmain Public School P&C

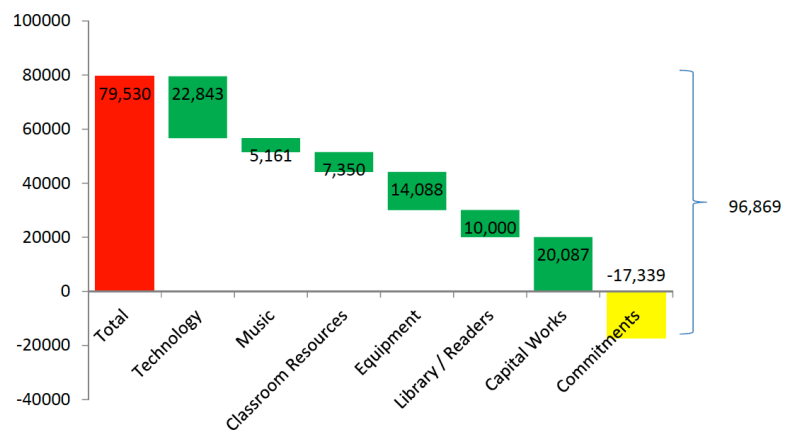
2014 Financial Review



The Past 2014 Review



2014 Benefits Donations





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Balmain Public School Parents and Citizens Association Summary Bank Reconciliation as at 31 December 2014 ABN 88 710 438 465

Cash at Bank 31 December 2014	50,300.41
plus Unbanked Income	133
Less Unpresented Cheques	-6027.81
Adjusted Cash at Bank 31 Dec 2014	<u>44,405.60</u>



Balmain Public School Parents and Citizens Association Detailed Expenditure 1 January 2014 to 31 December 2014 ABN 88 710 438 465

Donations / Expenditure - 79,530

Comprising

Technology	- 22,843
Music	- 5,161
Classroom Resources	- 7,350
Other Equipment	- 14,088
Library/ Readers	- 10,000
Capital Works	- 20,087
	<u>- 79,530</u>

Other Expenditure - 1,568

Comprising

Flexischools	- 853
P&C and Insurances	- 607
Other	- 108
	<u>- 1,568</u>



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Balmain Public School Parents and Citizens Association
Summary Cash Flow 1 January 2014 to 31 December 2014
ABN 88 710 438 465

Cash Movement

Cash Balance as at 1 January 2014	<u>55,748</u>
Cash Balance as at 31 December 2014	<u>50,300</u>
Movement Cash	<u>- 5,447</u>

Adjusted Cash Movement

Cash Balance as at 1 January 2014	<u>55,748</u>
less 2013 Expenses paid in 2014	- 734
Adjusted cash balance 1 January 2014	<u>55,014</u>

plus <u>Income</u>	
P&C Voluntary Contributions	13,800
Interest	631
Net Fundraising	38,754
Net Canteen	17,304
Other Income	-
Net Income	<u>70,489</u>

less <u>Expenditure</u>	
Donations / Expenditure	- 79,530
Other Expenditure	- 1,568
Total Expenditure	<u>- 81,097</u>
Net Position (Adjusted Position 31 Dec 2014)	<u>44,405.60</u>