

**Minutes of Meeting**

**Annual General Meeting of the Ashdale Primary P&C Association Inc  
Tuesday 7 February 2017 at 6.50pm (Staff Room)  
Start 7pm Finish 8.00pm**

Chairperson: Kylie Frazer

Present: Jocelyn Crook, Sarah Ryan, Clare Faulkner, Tania Thomas, Tony Watson, Nikki Bartlett, Vicki Angage, Erin Barnes, Rachel Hattaway, Dionne Leighton-Harris, Shirree Blazeski, Darren Eastlake, Maria Eastlake, Pam Morley-Smith, Anneke Alberink, Claire Ord, Raegan Howie, Lorna Pritchard, Simon Cliff, Esther Cliff, Dee Clayden, Sacha Murton, Carlin Tsen

Apologies: Olivia Marcinkowski, Jo Utting, Donna Jambanis, Vanessa Morley, Natasha Wheat, Marika Muller, Brian Willis

- Open Meeting: 7.00pm  
Quorum Present – 10 financial members Yes
- Confirmation of previous Minutes of AGM (9 Feb 2016)  
**Motion: That the minutes of the meeting of 9<sup>th</sup> Feb 2016 be confirmed as an accurate record.**  
Majority Vote Yes
- Matters arising from last minutes- None
- Correspondence  
**Accepted**
- President's Report  
**Accepted, Attached**
- Principal's Report  
**Accepted, Attached**
- Treasurer's Report  
**Accepted, Attached**  
Financial Statements to be audited by Bain EMA  
Fundraising had biggest ever profit of \$18,600.
- Sub Committee Reports
  - Uniform Shop  
**Accepted, Attached**
  - Canteen  
**Accepted**

Canteen staff and committee worked hard to improve financial status of the canteen. Profits were minus \$696 this year compared to minus \$8000 in 2015. Implementation of online ordering with QKR App has been very successful as has canteen taking control of the Sports Day sausage sizzle. School will be purchasing 2 Thermomixes for use in the canteen to allow for more onsite preparation and fresh food.

- Fundraising  
**Accepted**

It was a big year of fundraising and a lot of work done by a lot of people. Overall made \$18,600 which is highest ever, largely due to Quiz Night, 5c Challenge, School Discos and Entertainment Books. More volunteers needed so the same people aren't doing everything.

- School Banking  
**None**

- Charity Committee  
**None**

The Charity we have chosen to support this year is "Sock it to Sarcoma"

- Community Garden  
**Accepted, Attached**

- Safety House  
**None**

- General Business

Motion: That the P&C hold a fundraising Sausage Sizzle on Election Day, Saturday 11<sup>th</sup> March 2017

**Motion Passed: Yes**

Ashdale Special Families Group would like to work with the P&C this year to support each other and families in the school.

**ALL POSITIONS WILL BE DECLARED VACANT AND NOMINATIONS CALLED FOR THE FOLLOWING:**

**2017 Committee Members**

**OFFICE BEARERS**

POSITION	NOMINEE	ACCEPTED	SECONDED
President	Kylie Frazer	Sarah Ryan	Dee Clayden
Vice President	Clare Faulkner	Jocelyn Crook	Dee Clayden
Secretary	Tania Thomas	Kylie Frazer	Clare Faulkner
Treasurer	Jocelyn Crook	Darren Eastlake	Dee Clayden

**EXECUTIVE COMMITTEE (min 3 plus office bearers)**

NOMINEE	ACCEPTED	SECONDED
Nikki Bartlett	Tania Thomas	Kylie Frazer
Jo Utting	Tania Thomas	Kylie Frazer
Vicki Angage	Tania Thomas	Kylie Frazer
Shirree Blazeski	Tania Thomas	Kylie Frazer
Erin Barnes	Tania Thomas	Kylie Frazer

**SUB COMMITTEES**

COMMITTEE	NOMINEE
<b>Fundraising Co-ordinator Committee</b>	<b>Maria Eastlake</b> Tania Thomas Clare Faulkner Darren Eastlake Sacha Murton Lorna Pritchard Claire Ord Marika Muller (Entertainment Bk)
<b>Community Events</b>	Vicki Angage Tania Thomas Olivia Marcinkowski Kylie Frazer Erin Barnes
<b>Safety House Co-ordinator</b>	<b>Erin Barnes</b> Pat Grafton (School Rep)
<b>Uniform Shop Co-ordinator</b>	<b>Jocelyn Crook</b> Anneke Alberink Pam Morley-Smith Jo Utting
<b>Canteen Co-ordinator</b>	<b>Rachel Hattaway</b> Pam Morley-Smith Dionne Leighton-Harris Nikki Bartlett Kylie Frazer Tony Watson Pat Grafton
<b>School Banking Co-ordinator</b>	<b>Marika Muller</b>
<b>Community Garden Co-ordinator</b>	<b>Jo Utting</b> Sarah Ryan Shirree Blazeski Clare Faulkner Rachel Hattaway Bill Ellis (Staff)

<b>Charity Event</b>	Tania Thomas Nikki Bartlett Vicki Angage Dee Clayden
<b>Promotions</b>	Marika Muller (Facebook) Vicki Angage (Facebook) Esther Cliff (P&C Newsletter)

## HONORARY AUDITOR

*Bain EMA*

- Date of next General Meeting: Tuesday 14 Mar 2017  
Date of the next AGM: Tuesday 6 February 2018
- Date of Next Meeting: **P&C Meetings 2017** – meetings to take place on a Tuesday  
2nd and 7<sup>th</sup> week of every term  
Term 1 : *7 Feb & 14 Mar*  
Term 2 : *2 May & 6 Jun*  
Term 3 : *25 July & 29 Aug*  
Term 4 : *17 Oct & 21 Nov*  
General Business Wrap Up and Social Meeting 5<sup>th</sup> December 2017.
- Close Meeting: 8.06pm

## UNIFORM SHOP REPORT – AGM 7 FEBRUARY 2017

### Shop Day

- ☐ Opened every Tuesday afternoon during school terms – 3:05pm to 4:05pm
- ☐ Sample Garment & Hat Racks are a great asset

### Uniform Door Slot

- ☐ Used regularly and no problems

### Secondhand Items

- ☐ All items kindly donated
- ☐ Thank you to all who donated throughout the year

### Items of clothing

- ☐ Various items were decreased in price due to change of supplier
- ☐ Clearance of some items – mainly large sizes since don't have Year 7 anymore
- ☐ Dresses – still the odd zip problem

### Facilities

- ☐ EFTPOS & C/C still huge success
- ☐ Backpacks – Sixth Year

### Suppliers

- ☐ New supplier Wanneroo Uniforms for mainstream items with LW Reid for a few items
- ☐ Elite Screenprinting (Jo Utting) and now Wanneroo Uniforms for faction polos

### Big Thankyous

- ☐ To Admin Staff who are always very very helpful
- ☐ Christie Newell for help during the year and Jo Utting & Clare Faulkner for their continued voluntary yearly help on Pickup/Open Day
- ☐ Jo Utting for her help for last week (Week 1) whilst I was still on holidays
- ☐ Last but not least, the parents for your patience at times

I always try to accommodate everyone especially new families as soon as possible and would like to think I am very much appreciated.

**Prepared by Jocelyn Crook, Uniform Committee Head 2016**

## TREASURER'S REPORT – AGM 7 FEBRUARY 2017

### PROFIT & LOSS – JAN TO DEC 2016

#### Income

- Commissions Received – School Banking \$276.82, Canteen \$305.05 & Fundraising - \$170 Sports Carnival
- Donations – Bali Charity \$1927.15, COW \$730, Fundraising \$20 & Footy Free Dress \$333.85
- Grants Received – DLGC \$2,900 Harmony Day

#### Expenses

- Cash Discounts - Kite Club \$16 (Reimbursed)
- Computer & Software – Laptop & Printer \$1,370.95
- Equipment Purchased – Hand Mixer \$40
- Gifts & Donations – Bali Charity \$1927.15, Voluntary & School Contributions Incentive \$200, Basketball Courts Shade Shelter \$10000, Toy Taxi \$499.95, EOY Technology Project \$471.60, Mini Trampoline \$90, Community Garden Phase 3 \$5000, Artist In Residence \$1000 & Chess Sets \$221
- Memberships & Subscriptions – Post Box Renewal \$121, RPOS Uniform Shop \$665, WACSSO \$1246.78, Safety House \$130 (see Donations), Crazy Domains \$150.90, WASCA \$90, QBooks \$650
- Payroll Expenses – WWCC \$82

### INDIVIDUAL ACCOUNT PROFIT & LOSS

- Uniform Account – Profit \$2,888.80
- Canteen Account – Loss \$696.42
- General Account – Profit \$10,881.72

### BALANCE SHEET

- Accounts Receivable (\$171.00) – Uniform outstanding customer balance
- Inventory Asset (\$31,312.50) – Uniform Stock held in Uniform Shop at 31/12/16
- Customer Deposits (\$236) – Prepaid uniform orders for 2017 Pickup Day

I would like to make some special mentions:

- Thank you to Tash, Caroline & Tania (and any volunteers) at the Canteen
- Fundraising Team - \$18,697.42. Very much appreciated!!!! Special mention to Tania Thomas for Quiz Night.
- 2016 P&C Committee – another great year and all done smoothly! Well done everybody!!!

**INTEGRAL YEARLY BUDGET FOR ASHDALE PRIMARY SCHOOL P&C ASSOCIATION INC. 2017**

**FUNDAMENTALS**

Post Box Renewal	\$121.00	*	
Crazy Domains – Email Renewal	\$121.00	*	
Retail Point of Sale (Uniform Shop) Renewal	\$665.00	*	
Voluntary Contribution Incentive	\$200.00	#	
Safety House Affiliation Fee	\$130.00	*	
WACSSO Affiliation Fee – (Public Liability etc)	\$1,246.78	*	
Audit	\$660.00	*	
Insurance – Laptops, General & Workers Compensation	\$3,698.25	*	
Reckon Accounts Renewal	\$650.00	*	
WASCA Affiliation Fee	\$90.00	*	
SUB-TOTAL			\$7,582.03

**RATIFIED OBLIGATIONS TO ASHDALE PRIMARY SCHOOL**

Fun Run Day – Water & Icy Poles	\$251.70	*	
SUB-TOTAL			\$ 251.70
<b>TOTAL FUNDAMENTALS &amp; OBLIGATIONS</b>			<b>\$7,833.73</b>

**PREDICTED INCOME**

P&C Voluntary Contributions	\$17,622.20	*	
Fundraising	\$10,000.00	*	
<b>TOTAL PREDICTED INCOME</b>			<b>\$27,622.20</b>

\* These figures are 2016 actuals which may change yearly.

# These figures are agreed and ratified.



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06/02/17

Accrual Basis

**Ashdale Primary School P&C Assoc. Inc**  
**Statement of Financial Income and Expense**  
 January through December 2016

	Jan - Dec 16	Jan - Dec 15	\$ Change	% Change
<b>Income</b>				
Bank Interest	4.79	3.68	1.11	30.20%
Commissions Received	751.87	1,451.32	-699.45	-48.20%
Donations	2,991.00	2,224.95	766.05	34.40%
Grants Received	2,900.00	0.00	2,900.00	100.0%
P&C Memberships	26.00	26.00	0.00	0.0%
P&C Voluntary Contributions	17,622.20	16,500.00	1,122.20	6.80%
<b>Sales</b>				
Canteen				
Online	14,080.70	0.00	14,080.70	100.0%
Canteen - Other	105,849.40	116,327.20	-10,477.80	-9.0%
<b>Total Canteen</b>	119,930.10	116,327.20	3,602.90	3.10%
Fundraising	23,696.55	13,886.00	9,812.55	70.70%
<b>Uniform Shop</b>				
Secondhand Items	905.00	1,025.00	-120.00	-11.70%
Surcharge EFTPOS & Credit Card	540.67	543.36	-2.69	-0.50%
Uniform Shop - Other	48,317.50	49,577.50	-1,260.00	-2.50%
<b>Total Uniform Shop</b>	49,763.17	51,145.86	-1,382.69	-2.70%
<b>Total Sales</b>	193,391.82	181,359.06	12,032.76	6.60%
<b>Total Income</b>	217,687.68	201,565.01	16,122.67	8.0%
<b>Cost of Goods Sold</b>				
COGS - Purchases & Expenses				
Canteen	63,455.28	67,196.40	-3,741.12	-5.60%
Fundraising	6,148.18	6,112.87	35.31	0.60%
P&C Hats	2,993.10	1,617.00	1,376.10	85.10%
Scholastic Book Fair	0.00	1,753.80	-1,753.80	-100.0%
Uniform Shop	43,539.26	42,295.81	1,243.45	2.90%
<b>Total COGS - Purchases &amp; Expenses</b>	116,135.82	118,975.88	-2,840.06	-2.40%
<b>Total COGS</b>	116,135.82	118,975.88	-2,840.06	-2.40%
<b>Gross Profit</b>	101,551.86	82,589.13	18,962.73	23.0%
<b>Expense</b>				
Auditor	660.00	605.00	55.00	9.10%
Bank Fees	1,927.14	1,164.54	762.60	65.50%
Cash Discounts	16.00	0.00	16.00	100.0%
Computer and Software	1,223.00	0.00	1,223.00	100.0%
Equipment Purchase	40.00	0.00	40.00	100.0%
Gifts and Donations	19,409.70	7,953.00	11,456.70	144.10%
Insurance	3,698.25	3,684.80	13.45	0.40%
Memberships and Subscriptions	3,149.68	2,843.79	305.89	10.80%
<b>Payroll Expenses</b>				
Canteen Clothing	0.00	107.80	-107.80	-100.0%
Employee Training/Requirements	82.00	139.00	-57.00	-41.0%
Superannuation Expenses	4,866.04	4,971.37	-105.33	-2.10%
Wages	52,641.81	53,349.15	-707.34	-1.30%
<b>Total Payroll Expenses</b>	57,589.85	58,567.32	-977.47	-1.70%
Postage & Stationery/Office	620.54	600.00	20.54	3.40%
Virtue Vouchers & Volunteer Exp	143.60	542.40	-398.80	-73.50%
<b>Total Expense</b>	88,477.76	75,960.85	12,516.91	16.50%
<b>Net Income</b>	13,074.10	6,628.28	6,445.82	97.30%

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 06/02/17  
 Accrual Basis

**Ashdale Primary School P&C Assoc. Inc**  
**Statement of Financial Position**  
 As of December 31, 2016

	Dec 31, 16	Dec 31, 15	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Chequing/Savings</b>				
<b>Bank Accounts</b>				
Canteen	1,852.76	2,573.48	-720.72	-28.0%
General	34,352.16	23,446.14	10,906.02	46.50%
Uniform Shop	19,513.68	13,742.24	5,771.44	42.0%
<b>Total Bank Accounts</b>	55,718.60	39,761.86	15,956.74	40.10%
<b>Petty Cash Accounts</b>				
Canteen	300.00	300.00	0.00	0.0%
Uniform Shop	150.00	0.00	150.00	100.0%
<b>Total Petty Cash Accounts</b>	450.00	300.00	150.00	50.0%
<b>Total Chequing/Savings</b>	56,168.60	40,061.86	16,106.74	40.20%
<b>Accounts Receivable</b>				
Accounts Receivable	UNIFORM 171.00	10.00	161.00	1,610.0%
<b>Total Accounts Receivable</b>	171.00	10.00	161.00	1,610.0%
<b>Other Current Assets</b>				
Inventory Asset	UNIFORM 31,312.50	34,650.14	-3,337.64	-9.60%
<b>Total Other Current Assets</b>	31,312.50	34,650.14	-3,337.64	-9.60%
<b>Total Current Assets</b>	87,652.10	74,722.00	12,930.10	17.30%
<b>TOTAL ASSETS</b>	<b>87,652.10</b>	<b>74,722.00</b>	<b>12,930.10</b>	<b>17.30%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
Customer Deposits	UNIFORM 236.00	380.00	-144.00	-37.90%
<b>Total Other Current Liabilities</b>	236.00	380.00	-144.00	-37.90%
<b>Total Current Liabilities</b>	236.00	380.00	-144.00	-37.90%
<b>Total Liabilities</b>	236.00	380.00	-144.00	-37.90%
<b>Equity</b>				
Retained Earnings	74,342.00	67,713.72	6,628.28	9.80%
Net Income	13,074.10	6,628.28	6,445.82	97.30%
<b>Total Equity</b>	87,416.10	74,342.00	13,074.10	17.60%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>87,652.10</b>	<b>74,722.00</b>	<b>12,930.10</b>	<b>17.30%</b>

UNIFORM

OPEN 19513-68  
 ADD 171-00 (ACCT REC)  
 MINUS 236-00 (CUST DEP)  
 CLOSE \$19448-68

GENERAL

OPEN 34352-16  
 MINUS 6125-00 (LSLEASE)  
 MINUS 2900-00 (HARMONY GRANT)  
 CLOSE 25327-16

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06/02/17

Accrual Basis

**Ashdale Primary School P&C Assoc. Inc**  
**Statement of Financial Income and Expense - General Acct**  
**January through December 2016**

	Jan - Dec 16	Jan - Dec 15	\$ Change	% Change
<b>Income</b>				
Bank Interest	2.71	2.09	0.62	29.70%
Commissions Received	446.82	712.41	-265.59	-37.30%
Donations	2,991.00	2,224.95	766.05	34.40%
Grants Received	2,900.00	0.00	2,900.00	100.0%
P&C Memberships	26.00	26.00	0.00	0.0%
P&C Voluntary Contributions	17,522.20	16,500.00	1,122.20	6.80%
<b>Sales</b>				
Fundraising	23,698.55	13,886.00	9,812.55	70.70%
<b>Total Sales</b>	23,698.55	13,886.00	9,812.55	70.70%
<b>Total Income</b>	47,687.28	33,351.45	14,335.83	43.0%
<b>Cost of Goods Sold</b>				
<b>COGS - Purchases &amp; Expenses</b>				
Canteen	319.20	584.20	-265.00	-45.40%
Fundraising	6,104.98	6,112.87	-7.89	-0.10%
P&C Hats	1,894.20	1,623.60	270.60	16.70%
Scholastic Book Fair	0.00	1,753.80	-1,753.80	-100.0%
<b>Total COGS - Purchases &amp; Expenses</b>	8,318.38	10,074.47	-1,756.09	-17.40%
<b>Total COGS</b>	8,318.38	10,074.47	-1,756.09	-17.40%
<b>Gross Profit</b>	39,368.90	23,276.98	16,091.92	69.10%
<b>Expense</b>				
Auditor	660.00	605.00	55.00	9.10%
Bank Fees	621.01	72.15	548.86	760.70%
Computer and Software	1,223.00	0.00	1,223.00	100.0%
Gifts and Donations	19,409.70	7,953.00	11,456.70	144.10%
Insurance	3,698.25	3,684.80	13.45	0.40%
Memberships and Subscriptions	2,484.68	2,244.79	239.89	10.70%
<b>Payroll Expenses</b>				
Employee Training/Requirements	0.00	15.00	-15.00	-100.0%
<b>Total Payroll Expenses</b>	0.00	15.00	-15.00	-100.0%
Postage & Stationery/Office	106.54	176.75	-70.21	-39.70%
Virtue Vouchers & Volunteer Exp	284.00	542.40	-258.40	-47.60%
<b>Total Expense</b>	28,487.18	15,293.89	13,193.29	86.30%
<b>Net Income</b>	10,881.72	7,983.09	2,898.63	36.30%

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06/02/17  
Accrual Basis

**Ashdale Primary School P&C Assoc. Inc**  
**Statement of Financial Income and Expense - Fundraising**  
**January through December 2016**

	Jan - Dec 16	Jan - Dec 15	\$ Change	% Change
<b>Income</b>				
Commissions Received	170.00	310.00	-140.00	-45.20%
Donations	2,861.00	2,094.95	766.05	36.60%
Sales				
Fundraising	23,698.55	13,886.00	9,812.55	70.70%
<b>Total Sales</b>	<b>23,698.55</b>	<b>13,886.00</b>	<b>9,812.55</b>	<b>70.70%</b>
<b>Total Income</b>	<b>26,729.55</b>	<b>16,290.95</b>	<b>10,438.60</b>	<b>64.10%</b>
<b>Cost of Goods Sold</b>				
COGS - Purchases & Expenses				
Fundraising	6,104.98	6,112.87	-7.89	-0.1%
<b>Total COGS - Purchases &amp; Expenses</b>	<b>6,104.98</b>	<b>6,112.87</b>	<b>-7.89</b>	<b>-0.1%</b>
<b>Total COGS</b>	<b>6,104.98</b>	<b>6,112.87</b>	<b>-7.89</b>	<b>-0.1%</b>
<b>Gross Profit</b>	<b>20,624.57</b>	<b>10,178.08</b>	<b>10,446.49</b>	<b>102.6%</b>
<b>Expense</b>				
Gifts and Donations	1,927.15	0.00	1,927.15	100.0%
<b>Total Expense</b>	<b>1,927.15</b>	<b>0.00</b>	<b>1,927.15</b>	<b>100.0%</b>
<b>Net Income</b>	<b>18,697.42</b>	<b>10,178.08</b>	<b>8,519.34</b>	<b>83.7%</b>

DISCO 2015  
PROFIT \$10  
(EX RBA - TORN NOTE PAID)

BALI CHARITY FIR  
DONATIONS \$1927-15  
DONATED \$1927-15  
0-00

QUIZ NIGHT FIR  
SALES \$12 128-50  
EXPENSES \$ 2 822-50  
PROFIT \$ 9 306-00

ELECTION DAY FIR  
SALES \$2188-80  
EXPENSES \$ 700-00  
PROFIT \$1488-80

5K CHALLENGE FIR  
COLLECTED \$2066-05  
EXPENSES \$ 32-40  
PROFIT \$2033-65

SPORTS CARNIVAL FIR  
COMMISSIONS \$170-00  
MONEY BROS \$301-70  
EXPENSES \$150-00  
PROFIT \$321-70

DISCO 2016  
SALES \$4858-50  
EXPENSES \$1800-08  
PROFIT \$3058-42

FOOTY FREE DRESS DAY  
DONATIONS \$333-85  
  
SAFETY HOUSE  
DONATIONS 600-00  
SHOWS 600-00  
0-00

ENTERTAINMENT BOOKS  
SALES \$2145-00

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 06/02/17  
 Accrual Basis

**Ashdale Primary School P&C Assoc. Inc**  
**Statement of Financial Income and Expense - Uniform**  
 January through December 2016

	Jan - Dec 16	Jan - Dec 15	\$ Change	% Change
<b>Income</b>				
Bank Interest	1.77	1.11	0.66	59.50%
<b>Sales</b>				
Uniform Shop				
Secondhand Items	905.00	1,025.00	-120.00	-11.70%
Surcharge EFTPOS & Credit Card	540.67	543.36	-2.69	-0.50%
Uniform Shop - Other	48,317.50	49,577.50	-1,260.00	-2.50%
<b>Total Uniform Shop</b>	<b>49,763.17</b>	<b>51,145.86</b>	<b>-1,382.69</b>	<b>-2.70%</b>
<b>Total Sales</b>	<b>49,763.17</b>	<b>51,145.86</b>	<b>-1,382.69</b>	<b>-2.70%</b>
<b>Total Income</b>	<b>49,764.94</b>	<b>51,146.97</b>	<b>-1,382.03</b>	<b>-2.70%</b>
<b>Cost of Goods Sold</b>				
COGS - Purchases & Expenses				
P&C Hats	1,098.90	-6.60	1,105.50	16,750.0%
Uniform Shop	43,539.26	42,295.81	1,243.45	2.90%
<b>Total COGS - Purchases &amp; Expenses</b>	<b>44,638.16</b>	<b>42,289.21</b>	<b>2,348.95</b>	<b>5.60%</b>
<b>Total COGS</b>	<b>44,638.16</b>	<b>42,289.21</b>	<b>2,348.95</b>	<b>5.60%</b>
<b>Gross Profit</b>	<b>5,126.78</b>	<b>8,857.76</b>	<b>-3,730.98</b>	<b>-42.10%</b>
<b>Expense</b>				
Bank Fees	1,263.83	1,056.99	206.84	19.60%
Cash Discounts	16.00	0.00	16.00	100.0%
Memberships and Subscriptions	665.00	599.00	66.00	11.0%
Payroll Expenses				
Canteen Clothing	0.00	107.80	-107.80	-100.0%
<b>Total Payroll Expenses</b>	<b>0.00</b>	<b>107.80</b>	<b>-107.80</b>	<b>-100.0%</b>
Postage & Stationery/Office	293.15	130.70	162.45	124.30%
<b>Total Expense</b>	<b>2,237.98</b>	<b>1,894.49</b>	<b>343.49</b>	<b>18.10%</b>
<b>Net Income</b>	<b>2,888.80</b>	<b>6,963.27</b>	<b>-4,074.47</b>	<b>-58.50%</b>

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Accrual Basis

**Ashdale Primary School P&C Assoc. Inc**  
**Statement of Financial Income and Expense - Canteen**

January through December 2016

	Jan - Dec 16	Jan - Dec 15	\$ Change	% Change
<b>Income</b>				
Bank Interest	0.31	0.48	-0.17	-35.40%
Commissions Received	305.05	738.91	-433.86	-58.70%
<b>Sales</b>				
Canteen				
Online	14,080.70	0.00	14,080.70	100.0%
Canteen - Other	105,849.40	116,327.20	-10,477.80	-9.0%
<b>Total Canteen</b>	<b>119,930.10</b>	<b>116,327.20</b>	<b>3,602.90</b>	<b>3.10%</b>
<b>Total Sales</b>	<b>119,930.10</b>	<b>116,327.20</b>	<b>3,602.90</b>	<b>3.10%</b>
<b>Total Income</b>	<b>120,235.46</b>	<b>117,066.59</b>	<b>3,168.87</b>	<b>2.70%</b>
<b>Cost of Goods Sold</b>				
COGS - Purchases & Expenses				
Canteen	63,136.08	66,612.20	-3,476.12	-5.20%
Fundraising	43.20	0.00	43.20	100.0%
<b>Total COGS - Purchases &amp; Expenses</b>	<b>63,179.28</b>	<b>66,612.20</b>	<b>-3,432.92</b>	<b>-5.20%</b>
<b>Total COGS</b>	<b>63,179.28</b>	<b>66,612.20</b>	<b>-3,432.92</b>	<b>-5.20%</b>
<b>Gross Profit</b>	<b>57,056.18</b>	<b>50,454.39</b>	<b>6,601.79</b>	<b>13.10%</b>
<b>Expense</b>				
Bank Fees	42.30	35.40	6.90	19.50%
Equipment Purchase	40.00	0.00	40.00	100.0%
<b>Payroll Expenses</b>				
Employee Training/Requirements	82.00	124.00	-42.00	-33.90%
Superannuation Expenses	4,866.04	4,971.37	-105.33	-2.10%
Wages	52,641.81	53,349.15	-707.34	-1.30%
<b>Total Payroll Expenses</b>	<b>57,589.85</b>	<b>58,444.52</b>	<b>-854.67</b>	<b>-1.50%</b>
Postage & Stationery/Office	220.85	292.55	-71.70	-24.50%
Virtue Vouchers & Volunteer Exp	-140.40	0.00	-140.40	-100.0%
<b>Total Expense</b>	<b>57,752.60</b>	<b>58,772.47</b>	<b>-1,019.87</b>	<b>-1.70%</b>
<b>Net Income</b>	<b>-696.42</b>	<b>-8,318.08</b>	<b>7,621.66</b>	<b>91.60%</b>

## **P&C Association Principal's Report 2017**

Once again it's been an absolute pleasure to work with the P@C Association throughout 2016. I believe during the last 48 months the P@C has established itself as an extremely high-functioning integral part of the Ashdale School Community.

### **Kite Club**

Consolidation of the joint-initiative in establishing the recognition program for parent/community involvement and evidence suggests it will be successful.

### **Quiz Night**

Congratulations on such a successful parent based function. The funds were well used in a joint project with the school

### **Multi-Lit**

Ongoing involvement of numerous community volunteers in the area of Multi-lit. The support is greatly appreciated by the students and staff.

### **Community Garden – Third Stage**

The third stage of the garden has been fantastically received. The students love the new area and the challenges it brings!

### **Year Three – Environmental Studies**

The third year of the three year program jointly funded by the P&C and school was extremely successful. The resultant art work is mounted in the Diamond Block and we thank the P@C for the support and Mrs Rossen for her wonderful knowledge and skills.

### **Future Challenges**

- Harmony Day
- Attraction of new parents to the P&C
- Other

Regards

Tony Watson

Principal

## **Ashdale Community Garden Report 2016 - AGM 7th February 2017**

Firstly a huge thank you to the Community Garden Committee members, teachers, students and everyone who as volunteered in the garden throughout 2016.

It has been another big year for the garden with the installation of Stage 3 - Nature Play Area, Green Day activities, school initiated watering/maintenance rosters, installation of a scarecrow (who sadly did not survive more than a month or so due to vandalism), decoration of the fridge worm farms, the planting of 2 olive trees and random planting projects with students. A special thank you to the creative Mrs Brisbane who designed and together with students, painted the worm farms. Also another big thank you again to Rob for all he does in the garden during school term and on the holidays.

The following project ideas, subject to funding, are planned for 2017:

- Classroom planting projects in the garden
- Creation of an Ashdale Community Garden sign by the School Art Department
- Planting of passionfruit vines along the newly installed rustic fencing
- Installation of a shed
- Individual signage for each vegetable/fruit tree



**ASHDALE P&C CORRESPONDENCE REGISTER**  
**19<sup>th</sup> November 2016-7<sup>th</sup> February 2017**

**CORRESPONDENCE IN**

Date Received	From	Forwarded to
6 <sup>th</sup> January 2017	First Data Merchant Account Statement	Joce
	Bankwest Canteen Statement	Joce
	Bankwest Uniform Shop Statement	Joce
	Bankwest General Account Statement	Joce
	DCP- EFT advice	Joce
	ABS- Survey	Joce
25 <sup>th</sup> January	ABS- Survey	Joce
	First Data Merchant Account Statement	Joce
	American Express Cards	Joce
	Comm Bank Merchant Statement	Joce
1 <sup>st</sup> February	WASCA Star Choice Buyers Guide	Joce
	LW Reid Invoice	Joce
3 <sup>rd</sup> February	Smart Gift Ideas Catalogue	Maria
	Comm Bank School Banking Statement	Marika
	WASCA General Meeting Notice	Tash
	Jam DJ Services	Maria
	Portacom	Joce

