

Subiaco Primary School P&C
Term 3, 2023 Week 8 General Meeting – Agenda
Monday 31 July 2023, 7-8.15 pm, School Library

| Agenda Item | Time | Representative | Relevant Attachment |
|--|-----------|-------------------------------|---------------------|
| 1. Meeting Open & Confirmation of Meeting Minutes - Acknowledgement of Country, Apologies, Confirm quorum, Conflict of interest & Welcome new members - Confirm previous meeting minutes Motion: - That the minutes of the General Meeting on 12 June 2023 be taken as read and confirmed as a true and accurate record. | 7:00–7:05 | Fiona Plant | Minutes of Meeting |
| 2. Presidents Update | 7:05-7:15 | Fiona Plant | |
| 3. Principal’s Report | 7:15-7:25 | Melinda Harris | |
| 4. Treasurers Report | 7:25-7:30 | Kanchana Karunaratna | Treasurers Report |
| 5. Uniform Shop - Stocktake update - Insurance - Repricing status | 7:30-7:35 | Jo Wilkie | |
| 6. Pool Update - Royal Life Saving Western Australia (RLSWA) contract - City of Subiaco Partnership Agreement - Updated financials | 7:35-7:45 | Peter Schwarzbach | |
| 7. Sustainability - Update | 7:45-7:50 | Cath Price / Rachel Feldhusen | |
| 8. Fathering Project - Continuation of Fathering Project Fees/Membership - Continuation of formal Dads group | 7:50-7:55 | Andrew Devitt | |
| 9. Events - Update | 7:55-8:00 | Veronica Wilshaw | |
| 10. Facebook - Update | 8:00-8:05 | Cath Skreiner | |
| 11. Any Other Business | 8:05-8:15 | Fiona Plant | |

Next Meeting: Monday 4 September 2023, 7pm, School Library



Subiaco Primary School Parents and Citizens Association

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|-------------------|-------------------|
| Committee: | Treasurers Report |
|-------------------|-------------------|

Update

Overview

Adjusted net position of -\$21,041 for the period from 1 Jan to 30 June 2023.

This includes funding round payments to complete total committed for 2022 and outstanding Pool expenses from 2022.

New membership contributions for the 2023 have been received as shown.

The uniform shop is running at just under \$10K loss. Prices have remained unchanged so far. Inventory assessment and price review is currently in progress.

Our budget expects the uniform shop to break even over the year.

The expected budget forecast for Scenario 1 is shown below based on membership contribution for 2023 of \$50,000.

6 months ended 30 June 2023

| Overall Result | End May 2023 | Notes |
|-------------------------------------|------------------|---|
| Total Income | \$112,233 | Includes P & C Contributions of \$47,090. |
| Total Expenses | \$139,657 | Includes about \$30,000 in funding requests paid in this year carried over from 2022. |
| Net Surplus/deficit (Quickbooks) | -\$27,424 | |

Adjusted

| |
|------------------|
| -\$21,041 |
|------------------|

6 Months ended 30 June 2023

From Quick Books P&L

| Net Result | End June 2023 | |
|--------------------------------------|----------------------|--|
| Membership Contributions | \$47,090 | |
| Grants | \$0 | |
| Fundraising | \$13,496 | |
| Uniform Shop | -\$9,523 | |
| Pool | -\$35,932 | |
| Funding Request | -\$33,387 | |
| Building fund | \$0 | |
| Other | -\$9,169 | |
| Total Net Surplus / (Deficit) | -\$27,424 | |

Adjusted - See below**Net**

| | |
|------------------|------------------|
| -\$27,424 | -\$21,041 |
|------------------|------------------|

Summary

Adjusted net position of -\$21,041 for the period from 1 Jan to 30 June 2023. This includes funding round payments to complete total committed for 2022 and outstanding Pool expenses from 2022. New membership contributions for the 2023 have been received as shown.

Uniform shop is running at just under \$10K loss. Prices have remained unchanged. Understand that inventory assessment and price review is currently in progress.

The expected budget forecast for Scenario 1 is shown below based on membership contribution for 2023 of \$50,000.

Bank Reconciliation as at 30 April 2023

| | Start Balance 31 Dec 2022 | End Balance 30 June 2023 | Change |
|---|------------------------------|-----------------------------|---------------------|
| Cheque Account: | \$81,307.15 | \$59,711.26 | -\$21,595.89 |
| Online Saver: | \$149,056.98 | \$149,662.55 | \$605.57 |
| Bank Total | \$230,364.13 | \$209,373.81 | -\$20,990.32 |
| | | | |
| Quickbooks P&L Net | | | -\$27,424.46 |
| Wages Expense (Quickbooks item to be resolved) | | | \$5,347.94 |
| Interest from Online Saver | | | \$1,035.57 |
| Adjusted Quickbooks Total | | | -\$21,040.95 |
| | | | |
| Variance | | | -\$50.63 |
| | | | |

| Bank Balances as at | 20 Feb 2023 AGM | End April 2023 | End May 2023 | End June 2023 |
|---------------------|-----------------|----------------|--------------|---------------|
| | | | | |
| Cheque Account: | \$70,543.02 | \$26,846.28 | \$14,522.89 | \$59,711.26 |
| Online Saver: | \$149,181.12 | \$169,617.50 | \$169,805.01 | \$149,662.55 |
| Total | \$219,724.14 | \$196,463.78 | \$184,327.90 | \$209,373.81 |

Budget Scenarios for 2023 – Scenario was approved.

| | Funding Scenario 1 | Funding Scenario 2 - Low income | Funding Scenario 3 - High income | Note |
|-------------------------------------|-----------------------|------------------------------------|-------------------------------------|---|
| Bank Balance at 30 April 2023 | \$196,464 | \$196,464 | \$196,464 | |
| | | | | |
| Outstanding net debt/credit | -\$25,000 | -\$25,000 | -\$25,000 | This is the remaining amount to be settled for the Funding Requests from 2022. |
| Fundraising Estimate FY 2023 | \$16,000 | \$5,000 | \$25,000 | Estimate |

| | | | | |
|---|-----------------------|------------------------|-----------------------|-------------------------------------|
| Membership Contributions FY2023 | \$50,000 | \$20,000 | \$69,000 | Estimate |
| Total Estimated Income FY 2023 | \$41,000 | \$0 | \$69,000 | |
| | | | | |
| P&C Running Budget | -\$35,000 | -\$35,000 | -\$35,000 | Budget |
| | | | | |
| Pool | -\$5,000 | -\$5,000 | -\$5,000 | Budget |
| Uniform Shop | \$0 | \$0 | \$0 | Operate uniform shop to break even. |
| Other (Fathering project, Leavers) | -\$5,000 | -\$5,000 | -\$5,000 | |
| | | | | |
| | -\$45,000 | -\$45,000 | -\$45,000 | |
| | | | | |
| Funding Round 2023 | -\$45,000 | -\$45,000 | -\$45,000 | Proposed, to be confirmed. |
| Other Strategic projects. | -\$50,000 | -\$50,000 | -\$50,000 | Proposed, to be confirmed. |
| Total Funding | -\$95,000 | -\$95,000 | -\$95,000 | |
| | | | | |
| | | | | |
| If proposed funding allocation is all spent, estimated cash at end of 2023 | \$ 97,464 | \$ 56,464 | \$ 125,464 | |
| Estimated cash movement/ total surplus(deficit) from end of 2023 | \$ (99,000.00) | \$ (140,000.00) | \$ (71,000.00) | |
| | | | | |
| | | | | |

Links to background documentation:

1. [Bank Statements](#)



Subiaco Primary School Parents and Citizens Association

Committee:

Pool Update

Update

July Pool Update

- Updated seasonal budget showing projected deficit of approximately \$12k
- Preliminary Subiaco Council grant of \$7,500, increased from \$5,000
- Council advised no grants available to cover the pool blanket replacement
- Order placed for the replacement pool blanket via Daisy Pool
- Covers and Rollers as per funding round approval
- Executed final service agreement with Royal Life Saving WA
- RLSWA advised the capital works to rectify complications with the leaf strainer have been unsuccessful, resulting in a suggested extra maintenance charge of 1.5 hours per week for 26 weeks (approximately \$2,145) included in updated budget
- Review of pricing for seasonal passes, 10 entry passes and birthday parties underway
- Birthday party bookings are now opened, took our first booking last weekend
- General maintenance undertaken in pool area

Pool Budget

| Income | Revenue |
|---------------------|----------------|
| Family Passes | 25,245 |
| 10 Visit | 2,600 |
| Party | 7,700 |
| Pool Grant | 7,500 |
| Total Income | 43,045 |

Notes:

70 pool parties at 2 hours / \$45 hour lifeguard

Additional Pool maintenance due to leaf strainer being inefficient

| Expenses | Ex GST |
|-----------------------------|---------------|
| Insurance | 4,185 |
| RLSWA | 33,920 |
| Maintainence (2022) | 360 |
| Other (2022) | 336 |
| Pool Blanket | 7,909 |
| RLSWA Additional Pool Party | 6,300 |
| RLSWA Maintainence | 2,145 |
| Total | 55,155 |

Surplus / Deficit

- 12,110