

Treasurer's Report



14 February 2018

- As at 11 February 2018, the P&C has approximately \$217K in the bank
 - \$196K is allocated to 2018 school grants
 - 2017 Fete and Raffle summary included in this report
- Audited financial statements for 2017 will be tabled later in the year, at a Special General Meeting
- Summary of 2018 Grants:

Awards K-10	\$8,000
French Culture Resources – magazines etc.	\$7,000
Bari Saxophone	\$5,000
3D Printer	\$6,000
Secondary Courtyard Upgrade	\$170,000
Total	\$196,000

- Main transactions since last meeting
 - \$60,000 profit transfer from BASC
 - Wrap up of the Fete and Raffle
- Other matters arising
 - Bellchambers Barrett are engaged for 2017 Audit scheduled for March (with BASC)
 - Uniform Shop change of Supplier
 - GST Refund for \$6K submitted to BASC for processing

P&C Accounts as at 11 February 2018:

Account summary		Export data	
Account		Current balance	Available balance?
 0082968790230766 BSB: 082-968 Acct No: 79-023-0766 Transactions Pay bill Transfer funds Account details		6,221.10 CR	6,221.10
 0082968791075737 BSB: 082-968 Acct No: 79-107-5737 Transactions Pay bill Transfer funds Account details		210,772.42 CR	210,772.42
	Credit balance:	216,993.52 CR	
	Debit balance:	0.00 DR	
	Net position:	216,993.52 CR	

2017 (thru to 11 Feb 2018) Income & Expenditure

TELOPEA PARK SCHOOL PARENTS & CITIZENS ASSOCIATION		
STATEMENT OF FINANCIAL POSITION AS AT 11 Feb 2018		
	\$	\$
	NAB - General Account	53,754.88
	NAB - Cash Maximiser	85,135.99
Balance Bank Accounts as at 1 January 2017		138,890.87
Add: Income year to date		205,338.89
Fete proceeds	73,395.18	
Raffle proceeds	17,097.85	
Interest	636.43	
GST Holding Account	14,907.88	
Uniform shop	7,688.27	
Other	91,613.28	
Less: Expenditure		127,236.24
TPS Grants (see attached schedule)	61,054.23	
Bank Fees	303.41	
Catering	101.58	
Fete Expenses	45,727.52	
Raffle Expenses	6,377.27	
GST Holding account	6,506.54	
Other	7,165.69	
Add: Unpresented cheques		0.00
Operating balance as at 11 Feb 2018		216,993.52
	NAB - General Account	6,221.10
	NAB - Cash Maximiser	210,772.42
Cash in bank as at 11 Feb 2018		216,993.52

Income

TELOPEA PARK SCHOOL P&C INCOME RECEIVED

DATE	FETE PROCEEDS \$	RAFFLE PROCEEDS \$	INTEREST \$	GST HOLDING \$	UNIFORM SHOP \$	OTHER \$	TOTAL \$	NOTES
31-Jan-2017			44.78				44.78	Interest on Cash Maximizer account
28-Feb-2017			35.26				35.26	Interest on Cash Maximizer account
17-Mar-2017				14,907.88			14,907.88	GST Refund for 2016 processed by BASC
22-Mar-2017					100.00		100.00	Uniform Shop 2nd-hand sales (cash)
22-Mar-2017					3,944.44		3,944.44	Pickles Uniform Shop 5% commission H1 2016
22-Mar-2017					2,308.83		2,308.83	Pickles Uniform Shop 5% commission H2 2016
23-Mar-2017						181.00	181.00	French Breakfast (eftpos)
31-Mar-2017			33.23				33.23	Interest on Cash Maximizer account
19-Apr-2017						2,811.30	2,811.30	French Breakfast (cash)
26-Apr-2017					100.00		100.00	Uniform Shop 2nd-hand sales (cash)
28-Apr-2017			30.85				30.85	Interest on Cash Maximizer account
8-May-2017		3,900.00					3,900.00	Raffle (credit cards)
9-May-2017		4,770.00					4,770.00	Raffle (credit cards)
9-May-2017						20,000.00	20,000.00	TPS subsidy for Playground Soft-Fall Installation (2017-001)
25-May-2017		1,240.00					1,240.00	Raffle (cash)
31-May-2017			48.97				48.97	Interest on Cash Maximizer account
8-Jun-2017		100.00					100.00	Raffle (cash)
8-Jun-2017					300.00		300.00	Uniform Shop 2nd-hand sales (cash)
14-Jun-2017					20.00		20.00	Uniform Shop 2nd-hand sales (credit card)
22-Jun-2017						4,700.00	4,700.00	TPS subsidy for Playground Soft-Fall Installation (2017-002)
23-Jun-2017						440.00	440.00	Disco (eftpos)
23-Jun-2017						3,280.90	3,280.90	Disco (cash)
30-Jun-2017			56.05				56.05	Interest on Cash Maximizer account
21-Jul-2017		110.00					110.00	Raffle (credit cards)
25-Jul-2017		200.00					200.00	Raffle (credit cards)
31-Jul-2017			58.79				58.79	Interest on Cash Maximizer account
16-Aug-2017					5.00		5.00	Uniform Shop 2nd-hand sales (credit card)
24-Aug-2017					200.00		200.00	Uniform Shop 2nd-hand sales (cash)
31-Aug-2017			58.82				58.82	Interest on Cash Maximizer account
19-Sep-2017	150.00						150.00	Stallholder Invoice 2017-004
22-Sep-2017	150.00						150.00	Stallholder Invoice 2017-003
29-Sep-2017					200.00		200.00	Uniform Shop 2nd-hand sales (cash)
29-Sep-2017			48.09				48.09	Interest on Cash Maximizer account
16-Oct-2017	150.00						150.00	Stallholder Invoice 2017-008
18-Oct-2017					40.00		40.00	Uniform Shop 2nd-hand sales (credit card)
30-Oct-2017						200.08	200.08	Telopea BASC Workers Comp Insurance Refund
31-Oct-2017			50.65				50.65	Interest on Cash Maximizer account
31-Oct-2017	150.00						150.00	Stallholder Invoice 2017-012
31-Oct-2017	150.00						150.00	Stallholder Invoice 2017-011
31-Oct-2017	150.00						150.00	Stallholder Invoice 2017-009
2-Nov-2017	300.00						300.00	Stallholder Invoice 2017-006 & 2017-007
6-Nov-2017	48,503.75						48,503.75	Fete Cash Deposits
6-Nov-2017	827.00						827.00	Scout Popcorn/Floss Stall
7-Nov-2017	10,000.00						10,000.00	Fete Cash Deposits
13-Nov-2017	11,273.73						11,273.73	Eventbrite - Durkins pre-sale Tickets
15-Nov-2017	775.00						775.00	Scout Crepe Stall
16-Nov-2017	153.70						153.70	Face Painting Stall
21-Nov-2017	262.00						262.00	Villers Bretonneux Cake Stall
26-Nov-2017		3,668.01					3,668.01	Online Raffle Ticket Sales (10-Nov to 24-Nov)
29-Nov-2017	150.00						150.00	Stallholder Invoice 2017-005 (YMCA Aquatic)
30-Nov-2017			41.75				41.75	Interest on Cash Maximizer account
1-Dec-2017	150.00						150.00	Stallholder Invoice 2017-010
12-Dec-2017					15.00		15.00	Uniform Shop 2nd-hand sales (credit card)
19-Dec-2018		3,109.84					3,109.84	Online Raffle Ticket Sales (27-Nov to 19-Dec)
22-Dec-2017						60,000.00	60,000.00	BASC Profit Transfer to P&C
22-Dec-2017	100.00						100.00	miscellaneous stalls cash from after Fete
27-Dec-2017					410.00		410.00	Uniform Shop 2nd-hand sales (cash)
29-Dec-2017			39.98				39.98	Interest on Cash Maximizer account
31-Jan-2018			89.21				89.21	Interest on Cash Maximizer account
7-Feb-2018					45.00		45.00	Uniform Shop 2nd-hand sales (credit card)
	73,395.18	17,097.85	636.43	14,907.88	7,688.27	91,613.28	205,338.89	

Expenditure

TELOPEA PARK SCHOOL P&C EXPENDITURE

DATE	CHQ #	PAYEE	TPS GRANTS \$	BANK FEES \$	Catering \$	FETE EXPENSES \$	Raffle Expenses \$	GST HOLDING \$	MISC. \$	TOTAL \$	NOTES
3-Jan-2017	online	Les Explorateurs Scout Group				546.60				546.60	Crepe Stall (50% profit share with scouts)
3-Jan-2017	online	Debbie Tucek				160.47				160.47	Showbags Stall
3-Jan-2017	online	Suez Environment				856.44				856.44	Fete Garbage Services Invoice 17597341
3-Jan-2017	online	Genplus Hire Pty Ltd				2,954.71				2,954.71	Fete Electricity Generation Invoice 161127
1-Feb-2017	automatic	NAB		14.90						14.90	Credit Card Merchant Monthly Fee
17-Feb-2017	476	Bruce's Landscaping	58,666.25					5,866.62		64,532.87	Playground Project - invoices 771, 772, 774
1-Mar-2017	automatic	NAB		14.90						14.90	Credit Card Merchant Monthly Fee
22-Mar-2017	online	Anita Gardner	454.25							454.25	New Teacher Welcome Packs
22-Mar-2017	online	Catriona Dove			101.58					101.58	AGM Catering
22-Mar-2017	online	Audrey Michiels							17.45	17.45	Flyers for French Breakfast
22-Mar-2017	online	St. John Ambulance				299.00				299.00	St. John Ambulance Invoice # 01611112
27-Mar-2017	477	Crust Bakery							1,225.00	1,225.00	French Breakfast
31-Mar-2017	automatic	NAB		16.73						16.73	Credit Card Merchant Monthly Fee
28-Apr-2017	automatic	NAB		14.90						14.90	Credit Card Merchant Monthly Fee
1-Jun-2017	automatic	NAB		115.22						115.22	Credit Card Merchant Monthly Fee
2-Jun-2017	online	Bellchambers Barrett Audit Pty Ltd						238.50	2,385.00	2,623.50	2016 Audit Report (90% of fee) Invoice 150706
2-Jun-2017	online	ACT P&C Council						129.71	1,297.13	1,426.84	ACT P&C Council Membership for 2017
23-Jun-2017	online	Hyperactive Entertainment							350.00	350.00	Disco DJ Invoice IV1617-009
26-Jun-2017	online	Flight Centre Manuka					5,000.00			5,000.00	Raffle First Prize Invoice I60887850
30-Jun-2017	automatic	NAB		19.25						19.25	Credit Card Merchant Monthly Fee
21-Jul-2017	online	Civic Insurance Brokers						90.59	905.94	996.53	Civic Insurance Invoice I18808-TELO
21-Jul-2017	online	Bellchambers Barrett Audit Pty Ltd						26.50	265.00	291.50	2016 Audit Report (10% of fee) Invoice 150745
21-Jul-2017	online	Audrey Michiels						9.82	123.68	133.50	Web Hosting & Domain Name renewals
21-Jul-2017	online	Catriona Dove						21.22	227.99	249.21	French Breakfast & Disco expenses
1-Aug-2017	online	NAB		17.56						17.56	Credit Card Merchant Monthly Fee
31-Aug-2017	online	NAB		14.96						14.96	Credit Card Merchant Monthly Fee
6-Sep-2017	online	Sharon Tiede							41.00	41.00	Access Canberra Audit Lodgement Fee
6-Sep-2017	online	Sarah Milligan					417.27	41.73		459.00	Ticket Seller First Prize (iPad)
6-Sep-2017	online	Colombe Bories	433.73					37.35		471.08	New Teacher Welcome Packs
29-Sep-2017	automatic	NAB		14.90						14.90	Credit Card Merchant Monthly Fee
31-Oct-2017	automatic	NAB		15.32						15.32	Credit Card Merchant Monthly Fee
2-Nov-2017	online	Barlens				4,718.76				4,718.76	Barlens Equipment Rental Invoice CT11039 F-D035509
2-Nov-2017	479	Cash				15,000.00				15,000.00	Cash Float
6-Nov-2017	480	Durkins				5,291.00				5,291.00	Durkins Rides balance of ticket sales
14-Nov-2017	bpay	Mr. Showbags				331.35				331.35	Mr. Showbags Invoice 00030388
14-Nov-2017	online	Zierholz				775.00				775.00	Zierholz Invoice 00731500 (2016 Fete)
14-Nov-2017	online	Zierholz				1,551.00				1,551.00	Zierholz Invoice 00731501 (2017 Fete)
14-Nov-2017	online	ATM 2 Go				440.00				440.00	ATM2Go Invoice 00212
14-Nov-2017	online	Aust. Security Patrol				1,337.60				1,337.60	Australian Security Patrol Invoice TELF/Nov17
14-Nov-2017	online	Tania Kriticos				25.00				25.00	Scout Crepe Stall
15-Nov-2017	online	Grant Michl				1,367.36				1,367.36	German Bratwurst Stall
15-Nov-2017	online	Brasserie Bread				1,637.33				1,637.33	Brasserie Bread Invoice 1397675
15-Nov-2017	online	Sound Workshop				1,408.00				1,408.00	Sound Workshop Invoice IV-522
15-Nov-2017	online	Melinda McRedmond				304.86				304.86	Cold Drinks Stall
17-Nov-2017	online	Simon Johnson				219.50				219.50	French Café Stall
17-Nov-2017	online	Colombe Bories				347.00				347.00	French Café Stall
17-Nov-2017	online	Catriona Dove				333.50				333.50	BBQ Stall
17-Nov-2017	online	TPS Canteen				2,840.32				2,840.32	TPS Canteen 0097
17-Nov-2017	online	That's Cool				770.00				770.00	That's Cool Coolroom Hire Invoice 9112
21-Nov-2017	online	Lisa Lockey				456.72				456.72	Miscellaneous Fete Expenses
21-Nov-2017	online	Telopea P&C BASC							200.08	200.08	Telopea BASC Workers Comp Insurance Refund
1-Dec-2017	automatic	NAB		14.90						14.90	Credit Card Merchant Monthly Fee
29-Dec-2017	automatic	NAB		14.97						14.97	Credit Card Merchant Monthly Fee
2-Jan-2018	online	Colombe Bories							50.00	50.00	Fete Coordinator Gift
2-Jan-2018	online	Catriona Dove						5.20	77.42	82.62	P&C Meeting Catering
2-Jan-2018	online	St. John Ambulance				325.00				325.00	SJA First Aid service at Fete Invoice 01711117
2-Jan-2018	online	Raffle Tix					393.00	39.30		432.30	RaffleTix Online Service Fee Invoice 00527
2-Jan-2018	online	Peter Roberts					567.00			567.00	Raffle Permit ACT R 17/00176
2-Jan-2018	online	Suez Recycling & Recovery				779.35				779.35	Fete waste management Suez Invoice 23422450
2-Jan-2018	online	Sally Greenaway	1,500.00							1,500.00	Musical Composition (payment part 2 of 2)
4-Jan-2018	online	Bensons Trading Company				651.65				651.65	Fete Showbags Stall Invoice 95876
31-Jan-2018				14.90						14.90	Credit Card Merchant Monthly Fee
			<u>61,054.23</u>	<u>303.41</u>	<u>101.58</u>	<u>45,727.52</u>	<u>6,377.27</u>	<u>6,506.54</u>	<u>7,165.69</u>	<u>127,236.24</u>	

Fete and Raffle Reconciliation

Notes:

- Expenses in italics are not yet paid ... estimates based on invoices on-hand or prior years
- Finalized 2017 Fete and Raffle results:

	Income	Expenditure	Net profit
Raffle	\$ 9,642	\$ 5,999	\$ 3,643
Fete	\$ 55,504	\$ 26,663	\$ 28,842
Total	\$ 65,147	\$ 32,662	\$ 32,485

Stall No.	Stall - Description	Contact	Float Collected?	# of Floats \$500	Cash Float \$	Deposits \$	Post-take exp \$	Net deposits \$	Cash profit \$	Income not on day \$	Exp not on day \$	Net profit \$
Raffle	Raffle	Peter Roberts	Yes	1	500.00	3,009.50	0.00	3,009.50	2,509.50	7,132.85	5,999.30	3,643.05
1	Information, Entertainment & Common Services	T, Roudrew				0.00	0.00	0.00	0.00	465.70	12,198.37	-11,732.67
4	2ND HAND BOOKS	Christine	Yes	1	500.00	2,390.00	0.00	2,390.00	1,890.00		0.00	1,890.00
5	POTAGER	Stephanie Julienne	Yes	1	500.00	2,635.00	0.00	2,635.00	2,135.00		0.00	2,135.00
7	SHOWBAGS	Lisa Wallace	Yes	1	500.00	2,502.40	0.00	2,502.40	2,002.40		983.00	1,019.40
10	VINTAGE FASHION	Scott Lockey	Yes	1	500.00	3,070.00	0.00	3,070.00	2,570.00	50.00	0.00	2,620.00
11	TOMBOLA	Pauline Cullen	Yes	1	500.00	1,882.40	0.00	1,882.40	1,382.40		0.00	1,382.40
12	SATAY	Jane Holloway	Yes	1	500.00	2,655.00	0.00	2,655.00	2,155.00		1,657.30	497.70
13	CAKE STALL	Claire	Yes	1	500.00	3,167.65	0.00	3,167.65	2,667.65		0.00	2,667.65
14	COLD DRINKS	Mel McRedmond	Yes	1	500.00	2,298.40	0.00	2,298.40	1,798.40		304.86	1,493.54
15	TRUE BLUE BBQ	Chris & Catriona Burge	Yes	1	500.00	1,930.90	0.00	1,930.90	1,430.90		333.50	1,097.40
16	ICE CREAM	Dean Cottam	Yes	1	500.00	1,170.00	0.00	1,170.00	670.00		627.08	42.92
18	Year 6 Fundraising	Naomi Lamb	Yes	1	500.00	500.00	0.00	500.00	0.00		0.00	0.00
19	BEST BREWS ZEIRHOLZ	Simon Gane	Yes	1	500.00	6,200.00	0.00	6,200.00	5,700.00		1,551.00	4,149.00
20	CREPES	Les Exploreteurs		0	0.00	0.00	0.00	0.00	0.00	775.00	25.00	750.00
21	Fairy Floss & Popcorn	Phillippe Roncuquet		0	0.00	0.00	0.00	0.00	0.00	827.00	0.00	827.00
22	CAFÉ FRANCAISE	Colombe Bories	Yes	1	500.00	5,519.50	0.00	5,519.50	5,019.50		566.50	4,453.00
23	GERMAN BRATWURST	Grant Michl	Yes	1	500.00	4,130.00	0.00	4,130.00	3,630.00		1,367.36	2,262.64
24	GREAT SHAKES	Kristin Milton	Yes	1	500.00	2,622.00	0.00	2,622.00	2,122.00		120.40	2,001.60
25	BOULANGERIE	Anna Ciaccia	Yes	1	500.00	4,030.40	0.00	4,030.40	3,530.40		1,637.33	1,893.07
27	International Food	Sanaz Mirzabgian	Yes	1	500.00	2,409.30	0.00	2,409.30	1,909.30		0.00	1,909.30
28	DURKINS AMUSEMENTS	Amanda Whitley		0	0.00	0.00	0.00	0.00	0.00	11,273.73	5,291.00	5,982.73
	External Stallholders	Nicola Smith		0	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	1,500.00
	General Cash Float			# of floats used: 18	6,000.00	6,000.00		6,000.00				
				Fete:	15,000.00	55,112.95	0.00	55,112.95	40,612.95	14,891.43	26,662.70	28,841.68
	Raffle Expenses (non-cash, not paid at Fete)				5,999.30	Supplier Invoice						
	MBE Business Service Centre - ticket/flyer print	0.00	no printing									
	RaffleTix Online Service	432.30	00527									
	Travel Centre Manuka - 1st prize plane ticket	5,000.00	not paid yet									
	Gambling & Racing Commission - Raffle License	567.00	Peter Roberts									
	Publish Raffle Winners	0.00	via online site									
	Rewards to Student-Seller (iPad)	0.00	no paper tickets									
	Individual Expenses (non-cash, not paid at Fete)				3,181.34	Allocate to						
	Lisa Lockey - ORS Liquor Permit	171.00	Access Canberra									
	Melinda McRedmond - Cold Drinks	304.86	Cold Drinks									
	Lisa Lockey - miscellaneous fete expenses	292.72	General									
	Grant Michl - German Bratwurst Stall	1,367.36	Bratwurst									
	Simon Johnson & Colombe Bories - French Café	566.50	Café Francaise									
	Kristin Milton - Great Shakes	120.40	Great Shakes									
	Catriona Dove - BBQ Stall	333.50	Tru Blu BBQ									
	Tania Kriticos - Les Exploreteurs Scout Group	25.00	Crepes									
	Supplier Expenses (non-cash, not paid at Fete)				23,481.36	Supplier Invoice	Allocate to	Comment				
	Teloepa Park School Canteen	555.94	0097	General (m								
	Teloepa Park School Canteen	627.08	0097	Ice Cream								
	Teloepa Park School Canteen	1,657.30	0097	Satay								
	Brasserie Bread Company	1,637.33	1397675	Boulangerie								
	Mr. Showbags	331.35	00030388	Showbags								
	Bensons Trading	651.65	95876	Showbags								
	Australian Security Patrol	1,337.60	TELF/Nov17	General								
	ATM 2 GO - ATM rental	440.00	00212	General								
	Sound Workshop - audio/visual services	1,408.00	IV-522	General								
	Durkins Amusements Rides	5,291.00	Cheque 479	Durkins								
	Barlens - fixtures & furniture rental	4,718.76	CT11039 FD035509	General								
	That's Cool - mobile cool rooms	770.00	9112	General								
	Suez - garbage bins and collection	779.35	23422450	General								
	Zierholz - Beer	1,551.00	00731501	Best Brews								
	St. John Ambulance - First Aid	325.00	01711117	General								
	Canprint Communications	400.00	estimate	General								
	Wild Digital / Copy Trends	400.00	estimate	General								
	Genplus Hire - Electricity Generation	600.00	estimate	General								
	External Stallholders Income				1,500.00	P&C Invoice						
	La Bastide	150.00	2017-003	PAID								
	French Cheese	150.00	2017-004	PAID								
	King Swim	150.00	2017-005	PAID								
	A Byzance Romance	150.00	2017-006	PAID								
	Breton et Co.	150.00	2017-007	PAID								
	French Flair Food & Wine	150.00	2017-008	PAID								
	Lipstick	150.00	2017-009	PAID								
	5 Beans Coffee	150.00	2017-010	PAID								
	Rodan + Fields	150.00	2017-011	PAID								
	Kokedamas	150.00	2017-012	PAID								

	Income	Expenditure	Net profit
Raffle	\$ 9,642	\$ 5,999	\$ 3,643
Fete	\$ 55,504	\$ 26,663	\$ 28,842
Total	\$ 65,147	\$ 32,662	\$ 32,485

Durkins
 Our sales (online via EventBrite) 411 tickets x \$30 less fees = \$11,273.73
 Pre Sold Tickets (409 tickets tendered on the day x \$25) = \$10,225
 Durkins sales (cash on the day) = \$14,446
 Total sales = \$24,671
 Our share @ 20% = \$4,934
 We owe Durkins = \$10,225 - \$4,934 = \$5,291 (cheque #479 written at Fete)
 EventBrite deposited \$11,273.73 on 13-Nov
 Final retained profit from the rides = \$11,273.73 - \$5,291 = \$5,982.73

	Income	Expenditure	Net profit
Raffle Income			
Cash after Fete:	\$ 355	(=pending)	
Cash at Fete:	\$ 2,510		
Credit Cards at Fete:	\$ -		
Online Sales:	\$ 6,778		
Miscellaneous Income:	\$ -		
	9,642.35		
Banked			
Jacinda	\$ 10,000		
Lisa	\$ 10,000		
Peter	\$ 10,000		
Justin	\$ 28,504		
	58,504		
difference	\$ 381.30	(=uncounted coins)	