

MINUTES LPSG meeting Nov 16 2016

Meeting opened:

1940hrs

Attendance:

Wayne Houlton, Niall Kilcullen, Nami Tolhurst, Romina Griffith-Nguyen, Jaeik Jeong, Yaolan Liem, Jenny Chua, Vanessa Peng, Terena Semmler, Rafie Dobbs, Anne Tumak, Anne Magee

Apologies:

Felicity Moldritch

Minutes of Previous Meeting:

Moved as true and correct Yaolan, seconded Jenny

Treasurer Report:

Committed funds of approx. \$1000 sitting allocated. Anne Tumak to contact Grace for invoices. Wayne to send email to remind to followup. Moved as true and correct report Wayne seconded Yaolan.

Business Arising:

Meeting with John Pryor (Anne & Terena re communication options with parents) resolved to: request Lawley email account to contact parents on subcommittee; Terena to contact Michael Camilleri and Ross Oaks; Terena will email John Pryor with minutes 1 week before meetings to send out reminder via P&C contact list; maintain current smaller list; suggest centralise on mail chimp; contact via Lawley email; Terena and Anne to change list from current Yahoo to school email.

Meeting dates for 2017 weeks 2 & 6 see attached: Anne to send to John Pryor; Terena to inform Michael Camilleri of AGM dates.

Orientation Day Year 6 Mon 5th Dec – representatives to answer questions from parents and help with morning tea. Suggested put page in booklet marketing LPSG. Terena to email Anne Tumak to include.

Christmas Carols: no contact from Andrew – can't accommodate food as no details – leave.

Scholarship: Wayne d/w Jo Furness – Japanese (\$500) and Korean (\$200) already in place. Discussed Chung Wah Assoc as possible donor and possible award for Year 10 student going on to ATAR language. Could be added to school scholarship program. Application process needs to be formulated to develop further eg target, purpose (to maintain pathway for year 11/12) – needs to be for French, Chinese or Italian student as other languages already catered for. Niall, Yaolan & Wayne to meet before 1st 2017 meeting to progress. Contact school re developing a scholarship – Sue Faranda/Milton butcher – Wayne or Niall to action.

New Business:

Wine fundraiser: unanimous agreement Wayne to followup with Madfish Winery.

Teaching Report:

Film night cancelled. Louise Chapman requesting host family for 4-12 weeks Term 2/3/4 2017 for Italian Assistant from Milan – would suit ATAR Italian student. 3 nights Japanese exchange student 15-17 Dec needs billet for year 9-11. EOI going out for Term 3 2017 break China Tour (October school holidays) to cost approx. \$4000; need to start marketing; prior funding for last tour was done privately and not available for all students unless interest from students and parents; discussed support options – for students years 9-11.

Next Meeting:

8th Feb

Meeting Closed:

9pm

**MLSHS P & C ASSOCIATION
LANGUAGE SUB-COMMITTEE - CASH BOOK, BANK RECONCILIATION
& AVAILABLE FUNDS**

CASH BOOK

Cash book opening balance 19/10/16		2,907.47
Add: Deposits		
Total Deposits		<u>0.00</u>
Less: cheques drawn	Chq #	
Total Cheques		<u>0.00</u>
Cash book balance as at 16/11/16		<u>2,907.47</u>

BANK RECONCILIATION

Bank balance as at 19/10/16		2,907.47
Add: Outstanding deposits		0.00
Total Outstanding deposits		<u>0.00</u>
Deduct: Unpresented cheques		0.00
Total Unpresented cheques		<u>0.00</u>
Adjusted balance (agrees with cash book)		<u>2,907.47</u>

AVAILABLE FUNDS

		2,907.47
Less: Committed funds	Motion #	
Language expo	3.00	1,088.00
Total Committed funds		<u>1,088.00</u>
Available Funds		<u>1,819.47</u>