

MINUTES LPSG meeting 19/10/2016

Meeting opened:

Due to a lack of numbers for a quorum a general discussion was held by those attending

Attendance:

Nami, Yaolan, Jenny, Jaeik, Anne

Apologies:

Romina, Terena, Felicity

Treasurer Report:

Copies provided but not official meeting – see attached to email

Business Arising:

Discussion around film fundraiser – resolved to progress plans for Fri 19th Nov 7pm meet for 7.30pm start with Italian movie “Where Am I Going?” which is an 85 minute comedy and in a language offered by the school. Plan to keep simple – sell tickets for \$20 adults, \$15 students – Cinema Paradiso sell for \$10 per ticket. Committee to sell 10 tickets each and bypass electronic system. Takings from bar \$1.50 per beer and \$2 per wine. Perhaps sell lolly bags only. Working party meeting at Anne’s Tuesday Nov 8 at 7.30pm to progress plans. Anne to followup with Treasurer and Convenor and Flick to book night. 2nd option Sat 19th Nov 5pm meet for 5.30pm film. 3rd option Sat 26th Nov 5pm meet for 5.30pm start.

Yaolan will email Andrew and Suzie Barnes re Christmas Carols event Dec 2nd.

Anne will arrange with Terena to meet with John Pryor re data base system.

New Business:

Teaching Report:

Film night for students planned for week of Nov 14 – request for assistance from parents to make popcorn and sell cool drinks – films in each of the 5 languages will be shown. Date to be advised and then Anne to send out call to parents for assistance.

Next Meeting:

Working party meeting 7.30pm at Anne’s to progress film night. 16th Nov 7.30pm general meeting

Meeting Closed:

Discussion and fellowship wound up 8.30pm

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

CASH BOOK

Cash book opening balance 24/8/16		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 19/10/16		<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>