

## **MINUTES LPSG meeting Wednesday 1<sup>st</sup> June 2016**

### **Meeting opened:**

7.30pm

### **Attendance:**

Anne, Nami, Terena, Romina, Rosanna, Vanessa Peng, Jaeik, Nigel, Yaolan, Jenny Chua

### **Apologies:**

Wayne Houlton

### **Minutes of Previous Meeting:**

Moved Yaolan as true and correct recording and seconded Nami.

### **Treasurer Report:**

See attached report. No change to bank details. \$510 wine sales not yet deposited and \$230 from cake stall deposited post report. Balance \$3500.

### **Business Arising:**

Terena will track down Languages email introductory letter to add to information re LPSG via John Prior so when generic emails sent on to Convenor/Secretary, they can be added to LPSG contact list.

Languages Box: banner discussed and Rosanna requested meeting outside main group to progress further to look at design; resolved that she will follow-up re branding with Anne Tumak (publications and promotions); Romina has kindly donated document holder which Jaeik will look after; reusable clear badges for ID of Languages students or volunteers could be worn with vests being developed by P&C; Romina suggested company to do business cards on which name can be written – resolved to source 200 cards and price. Point was made that all funds need to be directly benefiting students.

### **New Business:**

Fundraising – Jo Furness has forwarded photography opportunity – no interest shown; the suggestion by Flick for cultural movie at Cinema Paradiso/Luna Cinema is of greater interest and Anne to follow-up with her. Host families required for Japanese students – see flier attached. Chinese Bridge Competition by Confucius Institute second place awarded to Liam McKenzie. William Tucker was MC. Liam is going to Adelaide to represent WA in the Nationals with the state winner. First and second places go through to China to compete. Rafie Dobbs (Chinese teacher) has 10 senior school students in Chengdu – great opportunity and Principal has been very supportive. Several year 10s joined the group.

## **Teaching Report:**

Languages Expo aimed at MLSHS students and students will be released from class early to attend. Preliminary plan and prospective budget attached – note will finish at 3pm. Teachers have enlisted assistance from various contacts. Total request of \$2065. Noted that Italian requesting double that of other languages and needs to be equitable. Need more detail and as per all funding, receipts must be provided for accountability. Funds of \$3500 available. Agree to fund all requests except \$300 (TBA) under Italian. Note 2 piano accordionists – one for French and one for Italian. Suggest only one required. Funds of \$1765 approved. Anne acting as Convenor emphasised that the committee is there to support students and teachers and although some of the items were for food, they were culturally appropriate. Suggestion made for a question/answer prize wheel including the 5 languages. Jaeik to put this forward to language captains. Jaeik to invite language teachers to ask students/parents for any assistance on the day. Motion put forward by Anne “if gladiators moved from Italian into general languages activity and further budget is requested by Italian teachers, Convenor, Treasurer or Secretary can approve further \$300 for performances or other items”. Seconded Yaolan and carried. Reiterated that receipts must be supplied for all spending and given to Treasurer of LPSG to obtain funds. Italian tour in September 2016. Korean Festival 23 April due to Korean Government and other school timetabling – Jaeik reiterated he is fully supporting the school languages expo and date was out of his control. The year 10 Languages Soiree was not well attended, but appreciation of LPSG support was shown and the generally supportive nature of parents at MLSHS and on the committee.

## **Next Meeting:**

Wed 27th July 7.30pm Main Admin building

## **Meeting Closed:**

8.45pm

**MLSHS P & C ASSOCIATION  
LANGUAGE SUB-COMMITTEE - CASH BOOK, BANK RECONCILIATION  
& AVAILABLE FUNDS  
YEAR ENDED 31.12.16**

**CASH BOOK**

<b>Cash book opening balance 4/5/16</b>		2,807.57
<b>Add: Deposits</b> (Normally would list each)		0.00
Total Deposits		<u>0.00</u>
<b>Less: cheques drawn</b> (Normally would list each)	Chq #	0.00
Total Cheques		<u>0.00</u>
<b>Cash book balance as at 1/6/16</b>		<u>2,807.57</u>

**BANK RECONCILIATION**

<b>Bank balance as at 4/5/16</b>		2,807.57
<b>Add: Outstanding deposits</b>		0.00
Total Outstanding deposits		<u>0.00</u>
<b>Deduct: Unpresented cheques</b>		0.00
Total Unpresented cheques		<u>0.00</u>
<b>Adjusted balance (agrees with cash book)</b>		<u>2,807.57</u>

**AVAILABLE FUNDS**

		2,807.57
<b>Less: Committed funds</b>	Motion #	
Total Committed funds		<u>0.00</u>
<b>Available Funds</b>		<u>2,807.57</u>