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PnC Correspondence Register Extract for Meeting

Date	From	To	Subject
2023-05-01T23:25:52+00:00	chairperson@capalabaswimmingclub.org.au	president@capalabascapandc.com.au	RE: Swim club meeting
2023-05-02T01:06:08+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Mother's Day Stall 2023 email for parents
2023-05-02T05:23:32+00:00	president@capalabascapandc.com.au	chairperson@capalabaswimmingclub.org.au	RE: Swim club meeting
2023-05-02T09:07:35+00:00	treasurer@capalabaswimmingclub.org.au	president@capalabascapandc.com.au	Swim club finances
2023-05-02T21:56:57+00:00	secretary@capalabascapandc.com.au		Capalaba State College P&C May General Meeting
2023-05-02T22:02:21+00:00	secretary@capalabascapandc.com.au	members@capalabascapandc.com.au;grants.wg@capalabascapandc.com.au;swimclub.officers@capalabascapandc.com.au;guests@capalabascapandc.com.au	Request for Agenda items - May GM
2023-05-02T22:12:48+00:00	president@capalabascapandc.com.au	chairperson@capalabaswimmingclub.org.au;elyanyta@gmail.com	RE: Swim Club Website
2023-05-02T23:56:12+00:00	chairperson@capalabaswimmingclub.org.au	secretary@capalabascapandc.com.au	RE: Request for Agenda items - May GM
2023-05-03T00:16:23+00:00	zoya@capalabascapandc.com.au	Treasurer@capalabascapandc.com.au;corro@capalabascapandc.com.au;karen.bool@bigpond.com;president@capalabascapandc.com.au	Re: Evidence for money paid re Council \$10k grant for the creek revege project
2023-05-03T00:52:29+00:00	zoya@capalabascapandc.com.au	cfree2@eq.edu.au;shoul16@eq.edu.au;that4@eq.edu.au	Question: Materials for Nature play and seating
2023-05-03T01:47:55+00:00	cfree2@eq.edu.au	zoya@capalabascapandc.com.au;shoul16@eq.edu.au;that4@eq.edu.au	RE: Question: Materials for Nature play and seating
2023-05-03T02:36:59+00:00	president@capalabascapandc.com.au	info@earthmattersconsulting.com.au	RE: Yarning circle and it's design features
2023-05-03T02:42:13+00:00	info@earthmattersconsulting.com.au	president@capalabascapandc.com.au	RE: Yarning circle and it's design features
2023-05-03T02:44:11+00:00	president@capalabascapandc.com.au	info@earthmattersconsulting.com.au	RE: Yarning circle and it's design features
2023-05-03T03:18:24+00:00	chairperson@capalabaswimmingclub.org.au	secretary@capalabascapandc.com.au;assistantsecretary@capalabascapandc.com.au	Bunnings BBQ
2023-05-03T04:43:18+00:00	secretary@capalabascapandc.com.au	swimclub.officers@capalabascapandc.com.au	Fundraising / sausage sizzle opportunity
2023-05-03T06:00:05+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Swim Club query on repairs
2023-05-03T06:00:11+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Swim Club - new flooring
2023-05-03T06:21:53+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Swim Club - new flooring
2023-05-03T02:52:16+00:00	nicoled_brown@hotmail.com	secretary@capalabascapandc.com.au	Re: Request for Agenda items - May GM
2023-05-02T23:50:54+00:00	Rebecca.hales86@outlook.com	secretary@capalabascapandc.com.au	Re: Request for Agenda items - May GM
2023-05-09T23:47:57+00:00	president@capalabascapandc.com.au	corro@capalabascapandc.com.au;cfree2@eq.edu.au;tbank4@eq.edu.au	Mother's Day Orders - Senior Student Orders
2023-05-10T20:36:14+00:00	grants@capalabascapandc.com.au	cfree2@eq.edu.au	Proposed blue area irrigation - RP2?
2023-05-10T03:05:05+00:00	president@capalabascapandc.com.au	hello@fluffyrunch.com.au	Delivery
2023-05-12T02:30:57+00:00	assistantsecretary@capalabascapandc.com.au	juliatlasoo@outlook.com	RE: Help with Volleyball Expenses
2023-05-12T06:04:38+00:00	president@capalabascapandc.com.au	ldsmummy@gmail.com	FW: 2nd Hand Uniform Consignment 232 Update Term 1 2023
2023-05-10T09:49:09+00:00	secretary@capalabascapandc.com.au	danieltashlee@msn.com	Re: Urgent uniform request
2023-05-12T06:07:38+00:00	president@capalabascapandc.com.au	sal_084@live.com.au	FW: 2nd Hand Uniform Consignment 248 Update Term 1 2023
2023-05-10T05:30:43+00:00	president@capalabascapandc.com.au	hello@fluffyrunch.com.au	Re: Delivery
2023-05-10T10:36:59+00:00	grants@capalabascapandc.com.au	cheyenne@bclandscapes.com.au	Re: Request for further information - BLC Submission - PF003 RFQ - Tree Planting & Irrigation Project - Capalaba State
2023-05-12T06:02:20+00:00	president@capalabascapandc.com.au	jaimepadgett30@gmail.com	RE: 2nd Hand Uniform Consignment 61 Update Term 1 2023
2023-05-12T06:03:38+00:00	president@capalabascapandc.com.au	michelledonovan@live.com.au	FW: 2nd Hand Uniform Consignment 229 Update Term 1 2023
2023-05-11T10:52:54+00:00	grants@capalabascapandc.com.au	cfree2@eq.edu.au	RE: Proposed blue area irrigation - RP2?
2023-05-12T06:06:29+00:00	president@capalabascapandc.com.au	pahanunotjovic@yahoo.com.au	FW: 2nd Hand Uniform Consignment 241 Update Term 1 2023
2023-05-10T04:34:45+00:00	hello@fluffyrunch.com.au	president@capalabascapandc.com.au	Re: Delivery
2023-05-10T01:20:25+00:00	cheyenne@bclandscapes.com.au	grants@capalabascapandc.com.au	RE: Request for further information - BLC Submission - PF003 RFQ - Tree Planting & Irrigation Project - Capalaba State
2023-05-11T02:46:58+00:00	grants@capalabascapandc.com.au	cfree2@eq.edu.au	RE: Proposed blue area irrigation - RP2?
2023-05-10T05:01:23+00:00	president@capalabascapandc.com.au	assistantsecretary@capalabascapandc.com.au	Re: Help with Volleyball Expenses
2023-05-10T06:36:39+00:00	secretary@capalabascapandc.com.au	danieltashlee@msn.com	Re: Urgent uniform request
2023-05-12T05:02:30+00:00	president@capalabascapandc.com.au	grace3011@yahoo.com	RE: 2nd Hand Uniform Consignment 255 Update Term 1 2023
2023-05-09T11:16:07+00:00	assistantsecretary@capalabascapandc.com.au	juliatlasoo@outlook.com	RE: Help with Volleyball Expenses
2023-05-09T03:31:55+00:00	assistantsecretary@capalabascapandc.com.au	shree.neale@gmx.com	RE: Mother Day order online
2023-05-08T07:19:27+00:00	assistantsecretary@capalabascapandc.com.au	pancdsqld@marshadvantage.com	CoC request- Capalaba State College P&C/ Bunnings BBQ
2023-05-08T03:12:47+00:00	treasurer@capalabaswimmingclub.org.au	chairperson@capalabaswimmingclub.org.au	Re: Cardless cash deposit details
2023-05-09T07:02:24+00:00	cfree2@eq.edu.au	zoya@capalabascapandc.com.au;shoul16@eq.edu.au;that4@eq.edu.au	RE: Question: Materials for Nature play and seating
2023-05-09T23:02:53+00:00	president@capalabascapandc.com.au	corro@capalabascapandc.com.au;assistantsecretary@capalabascapandc.com.au;Treasurer@capalabascapandc.com.au;secretary@capalabascapandc.com.au;vicepresident@capalabascapandc.com.au;sh	Mother's Day Stall Wed/Thu visits
2023-05-09T02:41:19+00:00	president@capalabascapandc.com.au	curtiscorey2016@gmail.com	RE: Order #1846030184
2023-05-08T03:28:48+00:00	treasurer@capalabaswimmingclub.org.au	chairperson@capalabaswimmingclub.org.au	Re: Cardless cash deposit details
2023-05-08T06:14:11+00:00	accounts@bclandscapes.com.au	president@capalabascapandc.com.au;corro@capalabascapandc.com.au	BLC Invoice 01, Capalaba State College Creek Line Forest School Revegetation, 08-05-2023
2023-05-08T11:51:45+00:00	Treasurer@capalabaswimmingclub.org.au	treasurer@capalabaswimmingclub.org.au;chairperson@capalabaswimmingclub.org.au	Cardless cash deposit details
2023-05-08T02:23:22+00:00	secretary@capalabascapandc.com.au	nicoled_brown@hotmail.com	RE: Request for Agenda items - May GM
2023-05-10T22:13:51+00:00	cfree2@eq.edu.au	grants@capalabascapandc.com.au	RE: Proposed blue area irrigation - RP2?
2023-05-12T01:45:13+00:00	assistantsecretary@capalabascapandc.com.au	juliatlasoo@outlook.com	RE: Help with Volleyball Expenses
2023-05-11T22:17:14+00:00	lozza75@live.com.au	president@capalabascapandc.com.au	Re: 2nd Hand Uniform Consignment 251 Update Term 1 2023
2023-05-12T02:19:53+00:00	juliatlasoo@outlook.com	assistantsecretary@capalabascapandc.com.au	Re: Help with Volleyball Expenses
2023-05-11T06:15:23+00:00	cfree2@eq.edu.au	grants@capalabascapandc.com.au	RE: Proposed blue area irrigation - RP2?
2023-05-08T07:45:02+00:00	assistantsecretary@capalabascapandc.com.au	CapalabaAO@bunnings.com.au	RE: Capalaba State College P&C - 21st May BBQ
2023-05-08T02:32:15+00:00	secretary@capalabascapandc.com.au	rebecca.hales86@outlook.com	RE: Request for Agenda items - May GM
2023-05-08T23:18:22+00:00	franks@tccc.net.au	president@capalabascapandc.com.au	RE: Quotation Request - Capalaba State College P&C - 3 projects - extension
2023-05-08T07:39:10+00:00	assistantsecretary@capalabascapandc.com.au	chairperson@capalabaswimmingclub.org.au	Fence advertising info.
2023-05-08T23:55:57+00:00	assistantsecretary@capalabascapandc.com.au	delaforce.83@hotmail.com	RE: Grants Group Reminder
2023-05-09T03:54:36+00:00	grants@capalabascapandc.com.au	assistantsecretary@capalabascapandc.com.au;delaforce.83@hotmail.com	RE: Grants Group Reminder

PnC Correspondence Register Extract for Meeting

2023-05-07T20:51:53+00:00	chairperson@capalabaswimmingclub.org.au	Treasurer@capalabascapandc.com.au	Re: Cardless cash deposit details
2023-05-09T02:03:15+00:00	president@capalabascapandc.com.au	lth44@eq.edu.au	RE: Mother's Day Feedback
2023-05-08T00:53:26+00:00	chairperson@capalabaswimmingclub.org.au	tcurtin@andersens.com.au	RE: Capalaba Amateur Swimming Club
2023-05-07T23:26:19+00:00	zoya@capalabascapandc.com.au	cfree2@eq.edu.au;shoul16@eq.edu.au;lth44@eq.edu.au	Re: Question: Materials for Nature play and seating
2023-05-09T06:58:25+00:00	assistantsecretary@capalabascapandc.com.au	cath@wildwebprintsign.au	RE: Fence Signage
2023-05-09T01:10:38+00:00	assistantsecretary@capalabascapandc.com.au	CapalabaAO@bunnings.com.au	RE: Capalaba State College P&C - 21st May BBQ
2023-05-08T08:53:00+00:00	chairperson@capalabaswimmingclub.org.au	assistantsecretary@capalabascapandc.com.au	Re: Fence advertising info.
2023-05-07T23:49:30+00:00	chairperson@capalabaswimmingclub.org.au	secretary@capalabascapandc.com.au;swimclub.officers@capalabascapandc.com.au	RE: You're Invited to a Volunteer Week Thank You Afternoon Tea!
2023-05-07T12:52:15+00:00	Treasurer@capalabascapandc.com.au	chairperson@capalabaswimmingclub.org.au	Cardless cash deposit details
2023-05-05T04:18:06+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Karena Gock
2023-05-06T21:42:05+00:00	chairperson@capalabaswimmingclub.org.au	manager.cleveland@seasonsiga.com.au	Re: Sausage Sizzle Capalaba Amateur Swimming Club
2023-05-05T03:06:26+00:00	chairperson@capalabaswimmingclub.org.au	assistantsecretary@capalabascapandc.com.au	Re: requests to the College
2023-05-05T00:49:52+00:00	assistantsecretary@capalabascapandc.com.au	swimclub.officers@capalabascapandc.com.au	RE: requests to the College
2023-05-05T02:17:15+00:00	secretary@capalabascapandc.com.au	jmastroianni@wynnumretail.com	Re: Community Leasing Enquiry
2023-05-06T09:34:33+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Email #2 for Mothers Day Stall with class timetable.
2023-05-05T01:38:15+00:00	secretary@capalabascapandc.com.au	swimclub.officers@capalabascapandc.com.au	Fwd: You're Invited to a Volunteer Week Thank You Afternoon Tea!
2023-05-06T10:51:02+00:00	orders@capalabascapandc.com.au	steam1975@gmail.com	Re: Order #1453593491
2023-05-05T00:39:34+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Swim Club - new flooring
2023-05-05T01:43:05+00:00	secretary@capalabascapandc.com.au	jmastroianni@wynnumretail.com	Re: Community Leasing Enquiry
2023-05-06T10:49:28+00:00	orders@capalabascapandc.com.au	kaylamaddern86@gmail.com	Re: Order #156548912
2023-05-06T10:48:05+00:00	orders@capalabascapandc.com.au	jenannlac@gmail.com	Re: Order #864350634
2023-05-05T00:33:11+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Swim Club query on repairs
2023-05-05T00:06:22+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Swim Club query on repairs
2023-05-05T01:51:34+00:00	jmastroianni@wynnumretail.com	secretary@capalabascapandc.com.au	RE: Community Leasing Enquiry
2023-05-04T22:37:31+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Karena Gock
2023-05-05T00:12:16+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Swim Club - new flooring
2023-05-05T00:13:38+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Swim Club query on repairs
2023-05-05T00:10:36+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Swim Club - new flooring
2023-05-06T10:53:11+00:00	orders@capalabascapandc.com.au	iggdyf@bigpond.com	Re: Order #1690370055
2023-05-05T00:14:04+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Swim Club query on repairs
2023-05-04T22:34:15+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Book Fair 2023
2023-05-04T01:10:30+00:00	karena@capalabascapandc.com.au	president@capalabascapandc.com.au;secretary@capalabascapandc.com.au;assistantsecretary@capalabascapandc.com.au	Mother's Day Reimbursement - bath salts
2023-05-04T00:59:20+00:00	secretary@capalabascapandc.com.au	Capalaba@parliament.qld.gov.au	Re. Esky hire for 21 May
2023-05-04T02:55:11+00:00	assistantsecretary@capalabascapandc.com.au	mmembers@capalabascapandc.com.au	Supporting our Capalaba Piranhas Swim Club
2023-05-04T00:56:13+00:00	secretary@capalabascapandc.com.au	info@asmcapalaba.com.au	RE: Capalaba State College P&C Bunnings sausage sizzle 21 May
2023-05-03T22:25:17+00:00	secretary@capalabascapandc.com.au	chairperson@capalabaswimmingclub.org.au	RE: Bunnings BBQ
2023-05-03T23:15:52+00:00	chairperson@capalabaswimmingclub.org.au	elyanyta@gmail.com	Post to P&C Facebook
2023-05-04T11:58:38+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Book Fair 2023
2023-05-03T23:38:18+00:00	secretary@capalabascapandc.com.au	Hwool34@eq.edu.au	Nice to meet you today!
2023-05-03T23:41:38+00:00	secretary@capalabascapandc.com.au	capalabasac@pcyc.org.au	Re. PCYC OHSC update for April/May period
2023-05-03T15:16:22+00:00	Treasurer@capalabascapandc.com.au	secretary@capalabascapandc.com.au	Discretionary funding
2023-05-04T10:16:22+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	Karena Gock
2023-05-12T03:13:45+00:00	snaum13@eq.edu.au	pandcexecutive@capalabascapandc.com.au	Phone message regarding advertising
2023-05-10T06:37:42+00:00	danieltashlee@msn.com	secretary@capalabascapandc.com.au	Re: Urgent uniform request
2023-05-08T22:53:36+00:00	danieltashlee@msn.com	secretary@capalabascapandc.com.au	Urgent uniform request
2023-05-10T10:49:21+00:00	danieltashlee@msn.com	secretary@capalabascapandc.com.au	Re: Urgent uniform request
2023-05-10T06:13:00+00:00	danieltashlee@msn.com	secretary@capalabascapandc.com.au	Re: Urgent uniform request
2023-05-10T10:30:01+00:00	danieltashlee@msn.com	secretary@capalabascapandc.com.au	Re: Urgent uniform request
2023-05-02T23:57:34+00:00	donbrown@capalabalabor@gmail.com	secretary@capalabascapandc.com.au	Re: Request for Agenda items - May GM
2023-05-02T22:14:06+00:00	trish@biggsfamily.com.au	secretary@capalabascapandc.com.au	Re: Request for Agenda items - May GM
2023-05-14T23:13:31+00:00	henry_poutu@hotmail.com	secretary@capalabascapandc.com.au	Re: Re. Your pending application for membership
2023-05-16T05:59:00+00:00	arasm34@eq.edu.au	secretary@capalabascapandc.com.au	Athletics Day help
2023-05-18T10:53:37+00:00	ruth.l.montero@gmail.com	secretary@capalabascapandc.com.au	Under 8's Day
2023-05-17T01:25:17+00:00	tyler@quicare.email	secretary@capalabascapandc.com.au	SCHOOL FENCING ADVERTISING
2023-05-19T01:00:39+00:00	funrun@schoolfundraising.com.au	pandc.president@capalabascapandc.com.au;executive@capalabascapandc.com.au	School Fun Run: All New Rewards, 2023! Success doesn't just happen, it's planned for!
2023-05-19T01:05:51+00:00	funrun@schoolfundraising.com.au	pandcexecutive@capalabascapandc.com.au	School Fun Run: All New Rewards, 2023! Success doesn't just happen, it's planned for!
2023-05-19T01:26:36+00:00	education@angelospasta.com.au	secretary@capalabascapandc.com.au	Angelo's Pasta Drive Fundraiser and Food Truck available to you
2023-05-13T03:19:28+00:00	hello@fluffycrunch.com.au	orders@capalabascapandc.com.au	Refund notification
2023-05-30T12:45:03+00:00	Treasurer@capalabascapandc.com.au	accounts@blclandscapes.com.au	BLC Invoice 01, Capalaba State College Creek Line Forest School Revegetation, 08-05-2023
2023-05-29T04:18:19+00:00	president@capalabascapandc.com.au	michael@blclandscapes.com.au;accounts@blclandscapes.com.au;corro@capalabascapandc.com.au	RE: BLC Invoice 01, Capalaba State College Creek Line Forest School Revegetation, 08-05-2023
2023-05-30T10:18:51+00:00	grants@capalabascapandc.com.au		Variation - Request for Quote - Tree/Shrub plantings & Tap at Capalaba State College
2023-05-29T04:17:28+00:00	michael@blclandscapes.com.au	accounts@blclandscapes.com.au;president@capalabascapandc.com.au;corro@capalabascapandc.com.au	RE: BLC Invoice 01, Capalaba State College Creek Line Forest School Revegetation, 08-05-2023

Current Status	Actions from the meeting and those outstanding:	Resp Person	Initiated	June Meeting Update	May Meeting Update
1. NEW	Email to P&C members and draft email to Lachlan to email the school community regarding volunteers for the Krispy Kremes Fundraiser.		15/05/2023	Still to be actioned following June meeting.	N/A
1. NEW	Second Hand Uniform Shop - Payout of completed and partially completed consignments to next occur during Term 1 holidays, as per our new policy to review each term end.	Karensa	20/03/2023	Payout completed for Term 1 sold consignments.	Carried over. Update to be given at May GM.
1. NEW	Swim Club bank accounts to be reactivated, and swim club subcommittee to be added as signatories alongside exec President and Treasurer.	Karensa	8/05/2023	Swim Club accounts confirmed closed by CBA. New accounts required to be opened, motions are on June GM agenda to support and action accordingly.	Progressing. Karensa able to assist swim club with completing relevant paperwork now that she's been made a signatory of P&C main accts.
2. UPDATE	Subgroup to be formed for Mural Artwork project	Cathy	24/10/22	Transferred to Cathy Howie. Update required.	Cass set up P&C email for Cathy to access Teams files and establish plan for moving forward. No further update as yet on this project.
3. PROGRESSING	\$2500 Composting Grant - Zoya & Karen to link up and discuss with Ruth how to approach	Lachlan	24/10/22	The College submitted this grant application, not the P&C. Can they advise if outcome was successful?	No update as at 09/05/23
3. PROGRESSING	Yarning Circle - WAAP's to be completed, and landscapers engaged for Yarning Circle work to commence	Cass	28/11/2022	Jnr YNC RFQ will need to be revoked due to significant change of design – will now be placed in the area between the hall and Cycle 3 classrooms. More central location. Bike racks will be moved and yarning circle footprint to take its place. Snr YNC RFQ panel met – some questions outstanding and in progress trying to resolve.	Carried over. Update to be given at May GM.
4. COMPLETE	Marsh Insurance Claim- claim submitted for frozen goods (stock from postponed Feb 4th movie night event) were spoiled during a power outage due to an electrical storm.	Michelle/ Karensa	20/03/2023	N/A	Vero has granted indemnity under the policy in respect to this incident. Cheque is in the mail for \$168.95 (gross amount of \$468, less \$300 excess)
4. COMPLETE	Karensa Gock to be added as a bank signatory as new Treasurer. Michelle to retain access until 16th April to assist with finalising Term 1 activities and reporting and handover to Karensa.	Karensa/ Michelle	20/03/2023	N/A	Karensa now added as signatory on main bank accts. Michelle removed from accts from 16th April.
4. COMPLETE	Discretionary Funding R2 2022 successful applications	Cassie	24/10/22	N/A	Extension required for acquittal period to allow for receipt of goods, paid invoices received.
4. COMPLETE	Wave of Change registration	Lachlan/ Karensa	14/07/2022	N/A	N/A
4. COMPLETE	Swim Club Re-opening- P&C has been approached by interested volunteers. Prospective volunteers to be connected so that they may discuss viability prior to nominating at AGM.	Cassie/Brad	20/02/2023	N/A	N/A
4. COMPLETE	C4C Free Dress Drive Day- Term 1 2023. Set for Harmony Day 21/03/23. Karensa to email Lachlan reminder email a fortnight before (send by 07/03/23)	Karensa/ Lachlan	20/02/2023	N/A	N/A
4. COMPLETE	AGM 2023- Cass to forward email to Lachlan for distribution. RSVP's to be collected by 16/3/23 for catering purposes. P&C Exec to collaborate with PCYC regarding catering.	Cass/ Lachlan	20/02/2003	N/A	N/A
4. COMPLETE	Memberships 2023- new & renewing. To be collected prior to 2023 AGM on 20/3/23.	Cassie/ Lauren	20/02/2023	N/A	N/A
4. COMPLETE	Summary of updates to the P&C Association Constitution- Link provided for members to read in Feb agenda. To be updated for the 2023 AGM.	Cassie	20/02/2023	N/A	N/A
4. COMPLETE	Easter Fundraiser 2023- to run in Week 10. Lock in fundraiser type?	Cass	20/02/2023	N/A	N/A

4. COMPLETE	Movie Night/Jnr Disco 2023 - Set for 25/03/23	Michelle/ Exec	20/02/2023	N/A	N/A
4. COMPLETE	Queens Jubilee Commemorative Event- must take place by end of March. Installing plaque acknowledging Fed Govt + P&C. Invite Federal MP, school captains, but keep small and simple.	Karen	20/02/2023	N/A	N/A
4. COMPLETE	Sports Aerobics 2023- Cass working with QSA to deliver a before-school program in the hall for junior students.	Cass	28/11/2022	N/A	N/A
4. COMPLETE	Cool water bubbler at Junior campus Red Area. Michelle to organise quotes etc.	Michelle	25/07/2022	N/A	N/A
4. COMPLETE	Second Hand Uniform Shop - Payout of completed and partially completed consignments to next occur during Term 4 holidays, as per our new policy to review each term end.	Michelle	28/11/2022	N/A	N/A
4. COMPLETE	Donated tree delivery from Debbie at Orterra.	Zoya	24/10/22	N/A	N/A
4. COMPLETE	C4C T4 email wrap up to be sent out to parents	Karensa/ Lachlan	24/10/22	N/A	N/A
4. COMPLETE	2022 SRS Annual Report - Lachlan to provide for the next GM	Lachlan	28/11/2022	N/A	N/A
4. COMPLETE	To apply an \$800 contribution to Mick Quinn's request for the amplifier purchase as part of discretionary funding round 1 2022.	Cassie & Michelle	23/05/22	N/A	N/A
4. COMPLETE	Second Hand Uniform Shop to be relocated to senior campus for the school holiday period so parents can have the convenience of both uniform shops close together prior to returning to school. Lachlan suggested Maths Block would be best option. Keys and codes for P&C access to be organised.	Cass	28/11/2022	N/A	N/A
4. COMPLETE	Trish to amend map in senior welcome booklet to reflect Uniform Shop's new location on senior campus.	Trish	28/11/2022	N/A	N/A
4. COMPLETE	2023 Welcome event - coffee van	Cass	28/11/2022	N/A	N/A
4. COMPLETE	To apply an \$800 contribution to Mel Armstrong's request for the flag poles for junior campus purchase as part of discretionary funding round 1 2022.	Cassie & Michelle	23/05/22	N/A	N/A
4. COMPLETE	Christmas Concert 2022 - Lachlan to advise us of anticipated date of event. Will P&C hold a BBQ on the night?	Lachlan/ Michelle	22/08/2022	N/A	N/A

4. COMPLETE	College to check with Silver Rose – we have one more year of the tender left. And will then go out to tender after that. We talked about sibling photos – not keen on doing it cross campus or during school but there might be other models of offering such as weekend or before school – Lachlan and Carlie to look into it and get back to P&C with what the supplier offers.	Carlie F & Lachlan	22/11/21	N/A	N/A
4. COMPLETE	Carlie to follow up alternative uniforms per item 9.5 of the May 2022 GM *** includes senior girls shirts issues with transparency and length	Carlie F	23/05/22	N/A	N/A
4. COMPLETE	Free Dress dates to Karensa	Lachlan	24/10/22	N/A	N/A
4. COMPLETE	Christmas Raffle- Karensa to send email to Lachlan to distribute to school community	Lachlan	28/11/2022	N/A	N/A
4. COMPLETE	combined rewards day for T3 & T4 C4C drive winners	Karensa/ Stuart	24/10/22	N/A	N/A
4. COMPLETE	Athlete's Foot reward brochures	Cassie	24/10/22	N/A	N/A
4. COMPLETE	Cassie Wagstaff to be added as a signatory as P&C Secretary. JUNE GM UPDATE – Also include Lauren Phillips as a signatory.	Cassie, Lauren & Michelle	23/05/22	N/A	N/A
4. COMPLETE	Booklists 2023	Lachlan	24/10/22	N/A	N/A
4. COMPLETE	Junior Disco- Term 1 2023. Can we lock in a date by the end of Term 3 2022 so that planning can commence in Term 4. Lachlan recommended we speak with Deb Wall, re: older students may be able to incorporate ArtsFest assessments with our disco night.	Desma	25/07/2022	N/A	N/A
5. ON HOLD	First Aid course for new Year 7 cohort. Lachlan to speak with PE team re: curriculum and get back to us if it's something we can organise	Lachlan/ Cass	28/11/2022	N/A	N/A
5. ON HOLD	Local landscaper to be engaged for tree planting. Zoya to speak with Carlie for work permits etc.	Zoya	24/10/22	N/A	N/A
5. ON HOLD	After School Sports Program - Karen and Anna have been discussing the possibility of running an afterschool sports program in Term 4 2022, initially targeting the Prep-Yr3 levels. Different sports will be delivered during the program's run and some local clubs have offered to donate free sessions at the College.	Karen/Lauren	22/08/2022	N/A	N/A
5. ON HOLD	Before or after school language classes? (Lachlan) LCF Languages (arising from Christy's email 10.05.2022) moved to the actions register and progressed out of session for update at the July GM.	Lachlan	20/06/22	N/A	N/A
5. ON HOLD	Capalaba State College Instagram account (arising from Christy's email 10.05.2022) moved to the actions register and progressed out of session for update at the July GM.	Lachlan	20/06/22	N/A	N/A
5. ON HOLD	Positive Discipline Program – if enough interest from 5/12/21 intro, then Lachlan will look at scheduling a course for 2022	Lachlan & Stuart	22/11/21	N/A	N/A
5. ON HOLD	First Aid Course Scheduling for students	Lachlan	22/11/21	N/A	N/A
5. ON HOLD	Drop n Go Signs Michelle, Desma & Lauren to contact Main Roads & Police, looking at the other schools' campaign, looking at what we could do as a road safety blitz (flyers etc) and signs. (Lachlan to also possibly send an email)	Michelle, Desma & Lauren	23/05/22	N/A	N/A
5. ON HOLD	Parent Connect – Cass to chat to Rhys and organise a parent get together to support families	Cass & Rhys	25/10/21	N/A	N/A
5. ON HOLD	Start a college working group around sustainability / recycling etc	Lachlan	31/5/21	N/A	N/A



CAPALABA STATE COLLEGE
PARENTS & CITIZENS ASSOCIATION

Treasurer Report to P&C Meeting 19/06/2023

General Business

May 2023 - May was a very busy month for fundraising:

- ❖ Mother's Day Stall, both online and in the P&C room, was a big success again this year. Thank you to the wonderful volunteers across the two stall days as well as those that got the stall ready including pricing and displays, and those that picked all the online orders ready for delivery to the students. Thank you to the teachers for booking in their classes and bringing their students down. It is always a pleasure seeing the children's faces and helping them pick a present for mum, grandma or that special person in their lives. Net Profit \$2,327.19.
- ❖ Mother's Day raffle prizes was donated by local businesses and college families. Although not as many tickets sold this time, we did sell 871 tickets. Special thanks to Kass Carter, Eli and Cass for their working on the raffle, securing prizes, generating artwork, publishing and sharing facebook posts and delivery prizes to the lucky winners. Net Profit \$1,137.98.
- ❖ Bunnings sausage sizzle had a change of guard so steep learning curve for Lauren and Cassie taking over this fundraiser. They did a fantastic job recruiting partners as runners and chefs including slicing 10kg of onions by hand. We even had two volunteers that were outside of our college community. Net Profit \$1,831.16.
- ❖ Thank you to the school families for the wonderful cash donations to the P&C in May.
- ❖ The new Swim Club committee have run their first fundraiser and secured some donations, already making great progress before the season starts. They are busy getting processes and plans in place for a successful season.
- ❖ Even though we have just finished our Mother's Day Stall, we have started working on our Father's Day stall- with product choices and purchases already happening.
- ❖ Allocated funds section at the end of this report has been expanded to included Swim Club (until their bank accounts have been opened), Playground Art Project (C4C) and budgeted expenses to the already listed Connection Corridor allocation.

Bank Reconciliation Statement for the Month of May 2023

Opening Balance (MAIN ACC)		\$ 96,280.15
RECEIPTS		
Sales	2ndhand Uniform Shop	118.00
	Fencing Advertising	661.50
Fundraising	Container for change	43.10
	Mother's Day Stall	3,851.45
	Mother's Day Raffle	1,143.14
	Bunnings BBQ	2,425.25
	Swim Club IGA BBQ (transfer to Swim Club main acc when open)	504.30
	Swim Club Donations (transfer to Swim Club main acc when open)	-
Other	Credit Interest- Commonwealth bank	165.69
	Scholastic Book Club Issue 3	9.00

Family donations (x 1 families)	1,000.00
Marsh Insurance Settlement - Food Spoilage Claim	318.95
Bank Clerk Error	1,000.00
Scholastic Book Fair	941.00
ADD: Total Receipts processed and presented	\$12,181.38
PAYMENTS	
Term 1 2023 Uniform consignment payments	1,351.75
Mother's Day Stall	
Mother's Day Stall Float	450.00
Reimburse K.Gock for Reject Shop	20.00
Bayside Packaging	27.62
Reimburse K.Gock for Circonomy purchases	93.00
Stick'n'It	160.00
Reimburse E.Puczkowski for lip balms	36.00
Reimburse E.Puczkowski for Circonomy purchases	8.50
Funds tfr to DebitCard for Mothers Day stall	500.00
Funds tfr to DebitCard for Mothers Day stall	487.31
Funds tfr to DebitCard for Mothers Day stall	500.00
Funds tfr to DebitCard for Mothers Day stall	470.00
Other	
Book Fair Float	200.00
Bank Clerk Error	1,000.00
Bunnings BBQ Float	100.00
Discretionary Funds payment- Bernadette	602.58
Student Representation Policy - Joel	50.00
Student Representation Policy - Emma	50.00
Scholastic Book Club Issue 3	9.00
Square fees- Bunnings BBQ	24.33
Square fees- Swim Club	4.43
Square fees- 2ndhand Uniform	1.89
Xero	44.25
LESS: Total Payments processed and presented	\$ 6,190.66
Closing Balance (MAIN ACC)	\$ 102,270.87

Opening Balance (DEBIT CARD)	\$ 405.02
Amazon return - Mothers Day stall	40.00
Fluffy Crunch refund- Mothers Day stall	12.57
Tfr from Main Account	500.00
Tfr from Main Account	487.31
Tfr from Main Account	500.00
Tfr from Main Account	470.00
ADD: Total Receipts	\$ 2,009.88
Mothers Day Stall	
Spotlight	28.00

Kmart	92.50
Bunnings BBQ	
IGA Mt Cotton	378.00
Woolworths	136.80
Coles	150.60
IE Operations - Ice	30.00
Fathers Day Stall	
Shein	707.94
Other	
Officeworks - Square Terminal	129.00
LESS: Total Payments	\$ 1,652.84
Closing Balance (DEBIT CARD)	\$ 762.06

Overall Financial position of Association (sum of all P&C accounts)

- As at 31st May 2023: **\$103,092.93[^]**

^ Total allocated funds as per the following	\$75,804.80
Connection Corridor	44,631.84
Swim Club subcommittee	499.87
Playground Art Project (Containers for Change)	3,157.70
2023 Budgeted expenses	27,515.39

Connection Corridor Budget 2023

SUMMARY	Credit	Debit	Balance
P&C Approved Contribution	\$6,600.00		
Less: Payments made		\$6,600.00	\$0.00
P&C Fundraising	\$24,450.28		
Less: Payments made		\$8,140.65	\$16,309.63
Successful Grants Applications	\$30,000.00		
Less: Payments made		\$1,677.79	\$28,322.21
Total Amount Remaining			\$44,631.84

P&C Approved Contributions		Debit	Credit
Total Budget (approved GM March 2021)			\$6,600.00
16.09.21	(Inv 1085) Orterra Pty Ltd- Stage 2 Consultation Fees	\$825.00	
08.10.21	(Inv 3991) Site Surveys Pty Ltd - Partial Site Plan	\$3,800.00	
	(Inv 1095) Stage 1 Site Visit and Part		
12.11.21	Payment for Stage 3 Draft Concept Design	\$1,705.00	
04.12.21	(Inv 228) MINJERRIBAH ELDERS-IN-COUNCIL	\$160.00	
13.05.22	(Part payment Inv 1156) Orterra-consultation	\$110.00	
Total Expenses			\$6,600.00
Balance Remaining			\$0.00

P&C FUNDRAISING (FY21+FY22+FY23)		Debit	Credit
Total Fundraising contribution			
	Fundraising Contributions 2021		\$9,210.18
	Fundraising Contributions 2022		\$8,910.99
	Fundraising Contributions 2023		\$6,329.11
			\$24,450.28
04.12.21	(Inv 1103) Orterra - Final Concept design & report	\$4,345.00	
27.04.22	(Inv 1146) Orterra: Consultation fees	\$236.50	
13.05.22	(Part payment Inv 1156) Orterra-consultation	\$261.25	
27.05.22	(Inv 1162) Orterra	\$2,090.00	
	(Inv 1163) Orterra. Organisation of First Nations Elders		
26.06.22	meeting	\$308.00	
08.07.22	(Inv 2406) MINJERRIBAH ELDERS-IN-COUNCIL	\$700.00	
12.07.22	Ferry Trip to Stradbroke Island	\$91.00	
08.03.23	Wild Web printing for commemorative event	\$108.90	
Total Expenses			\$8,140.65
Balance Remaining			\$16,309.63

Successful Grant Applications		Debit	Credit
12.01.22	CS-211-009 Round 1 Conservation Grant		\$10,000.00
30.06.22	Planting Trees for the Queen's Jubilee		\$20,000.00

14.08.22	(Inv 1195) Orterra. New vegetation area	\$990.00
27.02.23	Pacific Trophies commemorative plaque	\$442.33
06.03.23	Commemorative celebration cake	\$70.00
15.03.23	Light Refreshments - commemorative event	\$32.48
16.03.23	Platters for commemorative event	\$120.00
19.03.23	Plant for commemorative event	\$22.98
Total Expenses		\$1,677.79
TOTAL		\$28,322.21



Swim Club Allocation 2023

SUMMARY	Credit	Debit	Balance
Swim Club Donations	\$0.00		
Less: Payments made		\$0.00	\$0.00
Swim Club Fundraising (incl. 10% P&C Contribution)	\$499.87		
Less: Payments made		\$0.00	\$499.87
Successful Grants Applications			
Less: Payments made			\$0.00
Total Amount Remaining			\$1,469.87

Swim Club Donations	Debit	Credit
Balance Remaining		\$nil

Swim Club Fundraising (FY23)	Debit	Credit
06.05.23 IGA BBQ - EFTPOS		\$271.00
06.05.23 Square fees - IGA BBQ	\$4.43	
16.05.23 IGA BBQ - Cash		\$233.30
Balance Remaining (incl. 10% P&C Contribution)		\$499.87

Successful Grant Applications	Debit	Credit
TOTAL		\$nil

Capalaba Piranhas Amateur Swimming Club

154-164 Mount Cotton Road Capalaba
chairperson@capalabaswimmingclub.org.au
0413 608 096

Capalaba Piranhas Amateur Swimming Club (Swim Club)- Season 2023/2024*

Swim Club Report June 2023

We need to be proactive if we want the Club to grow and prosper after it has sat idle for 18 months. The new committee is keen to see the Club successful for many years to come.

1. Fence Signage

Swim Club signage. Replace current sign on Mt Cotton Road and add new sign on School Road, directly outside pool. New design to be created by Wild Web Print & Sign. Include area to add a notice if swimming closed at last minute and space to add Sponsor Logos (vinyl adhesive). Cost of signs as quoted by Wild Web Print & Sign is \$517 inc GST. Special discounted pricing for P&C.

Motion: To accept and approve the cost of \$1034 for two signs to be created and installed for the Capalaba Piranhas Amateur Swimming Club by Wild Web Print & Sign.

To be moved by: Amie Baldwin

2. Terms of Reference

Terms of reference created to support the operational of the Capalaba State College P&C Swim Club subcommittee. To be endorsed by the P&C, included in attachments.

Motion: To endorse Capalaba Piranhas Amateur Swimming Club Terms of Reference.

To be moved by: Amie Baldwin

3. Budget

Budget for FY23/24 Season created and to be endorsed by the P&C, Swim Club Treasurer to provide a run through of the request and is included in attachments.



Capalaba Piranhas Amateur Swimming Club

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Motion: To accept and approve the budget for the FY 23/24 season for the Capalaba Piranhas Amateur Swimming Club

To be moved by: Niamh Cawley

4. Sign on Fee

Sign on fee proposed to be \$150 for an 18-week season (\$8.33 per week). This fee includes, Christmas party and trophy night and a participation trophy. The first 60 people to sign on will receive a free Domino's Pizza Voucher.

5. Canteen Flooring

Andersens have agreed to donate a new commercial grade floor for canteen, including install, at a cost to them of approx \$5000, due to the unevenness of the floor and damp rising through the floor moisture barrier and a floor flood will need to occur. In return for Andersens generous donation, we will provide Andersens with fence signage along School Rd. Sign is to include Proud Sponsors of Capalaba Piranhas the term is dependent on final quotation however will account for \$617 retail value cost of the sign supply and \$882 annual advertising fence space value. For example \$5,000 works $\$5000 - \$617 = \$4383$. $\$4383 / \$882 = 4.9$ years (round up to 5 years). Following this period Andersens have an option to keep the sign in place and pay the yearly price or the sign is removed. School has approved the install of the flooring.

Motion: To approve the sponsorship arrangement to supply and install of fence signage for Andersens Flooring for a term equating to value of donation minus \$617 retail value of sign and \$882/year fence advertising space.

To be moved by: Amie Baldwin

Motion: To approve the cost of \$517 incl GST (P&C cost price) for one sign to be created and installed for Andersens as part of the sponsorship agreement. Expense to occur only after successful installation of the flooring accepted by the College.

To be moved by: Amie Baldwin



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6. Working Bee 24th June

Working Bee has been scheduled for the 24th June, we have put a call out for volunteers via the P&C and Swim Club page. We will engage Lachlan closer to the time to send out an email to the parents of the school asking people to come along to help.

We have linked in with a local Real Estate Agent to access their trailers for the weekend so we can discard any broken or mould equipment.

Lauren is working with school to complete a WAAP.

A list of items identified as unsafe have been lodged with the school and have confirmed that these items will be fixed. (light switches, power plugs cracked in canteen, roller door in canteen not stable and falls down, flood lights around pool need to be checked as not working, fire extinguishers to be checked, wiring in computer room looks extremely unsafe, light in shed not working, signage around pool needs to be fixed – no running/jumping etc, Shade sail at entrance of pool to be removed or repaired and cupboards in computer room to be fixed by the school.)

During the clean-up we will remove old sponsorship signage around pool and conduct a stocktake of what items we have for the new season. Noting a lot of items will need to be thrown out due to mould, broken or old sponsorships.

Volunteers will bring gernies and blower's on the day to assist with the clean up.

The committee will be heading to bunnings to purchase cleaning equipment for the clean up and will need to put this on the Bunnings Account for P&C. Requesting approval to spend \$210.14 at bunnings for cleaning supplies \$160.14 (Trade \$154.28) to be charged to the P&C trade account and \$50 voucher to be used.

Item	Price
Cobweb extension Broom	\$5.49
Mould Off 1L \$15.49 each x2 (Trade \$14.72ea)	\$30.98 \$29.44
Premium Yard Broom \$13.50 each x 4	\$54
Spray Bottles 3pac (Trade \$7.59ea)	\$7.99 \$7.59
Buckets \$3.34 x4	\$13.36
Handheld Scrubbing Brush \$3.19 x3	\$9.57



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BBQ Touch Cleaner (Trade \$5.69ea)	\$5.99 \$5.69
3L Sugar Soap with Mould Remover \$13 x2 (Trade \$12.35ea)	\$26 \$24.70
Mr Handy Wipes 200 pack (Trade \$14.72ea)	\$15.49 \$14.72
Scourer 10 pack (Trade \$4.08ea)	\$4.29 \$4.08
Microfiber Cloths 20 pack	\$10
Ansell Large Workmates Rubber Gloves – 6 pair \$9.99 x 2 (Trade \$9.49ea)	\$19.98 \$18.98
Crafright Dust Masks – 10 pack \$3.50 x2 (Trade \$3.33ea)	\$7 \$6.66
Total	\$210.14 Trade \$204.28
Donated Bunnings Gift Card	- \$50
Remaining	Trade \$154.28

Motion: To approve the expenditure of \$154.28 using the P&C Bunnings Trade account for the above items which will be used for the working bee.

To be moved by: Amie Baldwin

7. Fundraising

Fundraising to pay for improvements needed to be made to the club to support the children with their swimming

- a) Raffles – Cotton Rd Newsagent have offered packs for raffles and a weekly prize during swim season
- b) Pattermores Meats are supplying sausages for our BBQ on the 15th June.
- c) Domino's have provided 60 Free vouchers to be included in our sign on packs. We will continue working with Domino's to sponsor pizza nights from time to time.
- d) Coles has donated \$50 for us to use for items for our BBQ on the 15th July. We will continue to work closely with Coles throughout the year.
- e) Golden Circle has donated \$50 for us to use for items for our BBQ on the 15th July. We will continue to work closely with Golden Circle throughout the year.
- f) Sausage Sizzles – IGA. Second BBQ booked at IGA on 15th July
- g) Fundraising BBQ at Junior Athletics Carnival 15th June



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8. Sponsorship

- a) PCYC to provide \$500 for physical item/s required by swimming club in return for advertising on flyers, website etc
- b) Two sponsors have come forward and will donate \$6500 towards the new timing system. A further discount was received from Wylas Timing making the new cost \$5929. The difference between the donation and the price difference will be used to pay for part of the fence signage agreement, remaining to be funded by our fundraising efforts. An executive decision was passed on 14th June out of session so we could move quickly to secure this opportunity.

9. Miscellaneous

- a) Season will commence 3rd October
- b) Promotion of club relaunch to begin 21st August, allowing a month to advertise before sign on commences mid September.
- c) Email blasts from local school principals, link in with other P&C's to promote relaunch and sign on days. Email has been sent to all local schools.
- d) Sign on days to be run at CSC in Red Area and 2 Saturdays at the Club House during September. Online registrational also available.
- e) New Laptop on loan from P&C to host new timing system
- f) TV from P&C Storage on loan to Swim Club to act as scoreboard
- g) Swim Club website to be closed down and a dedicated page added to the P&C website. This reduces costs for the club by not having ongoing costs.
- h) Sign on link to be added to Swim Page ready for the 15th June when we promote at Athletics Carnival. Brad has created a QR Code and will be used on all flyers for ease of registration.
- i) Swim Club Bank Accounts to be set up
- j) Keys handover to other Swim Committee Members



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- k) Containers for change, liaising with local Pubs & Clubs. Have reached out to Capalaba Sports Club, Capalaba Tavern and Koala Tavern
- l) Eli has created us a flyer for us to start to use, we will use this at any fundraising event we do in the lead up to sign on in September.



The flyer features a background image of a swimming pool with swimmers. The text "Swim Club" is written in a large, white, cursive font at the top. Below it, "is back!!" is written in a smaller, white, cursive font. A circular logo on the right shows a red piranha with the text "CAPALABA PIRANHAS" and "AMATEUR SWIMMING CLUB". A quote in a blue circle reads: "The emphasis is always on the kids doing their personal best and having FUN". The main text "SIGN ON SEPTEMBER 2023" is in large, bold, blue and red letters. A QR code is provided for more information. At the bottom, a blue oval contains the text "OUR AIM" followed by the club's mission statement.

Swim Club
is back!!

"The emphasis is always on the kids doing their personal best and having **FUN**"

CAPALABA PIRANHAS
AMATEUR SWIMMING CLUB

FOR MORE INFORMATION

SIGN ON
SEPTEMBER
2023

OUR AIM
To Provide young swimmers with an opportunity to swim for fitness and enjoyment, and to give them a sound basis for future competitive swimming if they wish to progress to higher levels



Capalaba Piranhas Amateur Swimming Club

154-164 Mount Cotton Road Capalaba
chairperson@capalabaswimmingclub.org.au
0413 608 096

Capalaba Piranhas Amateur Swimming Club Committee Terms of Reference

PURPOSE

- To operate within the delegations as a sub-committee of the Parents & Citizens Association (P&C)
- To provide services and facilities for amateur swimming at the Capalaba State College Junior Campus Pool
- To teach the skills and techniques to enable swimmers at the club to adapt to training and competition at various levels as well as furnishing swimmers with opportunities for discipline and sportsmanship thus enhancing a healthy participation in swimming and enjoyment in the sport.

SUB-COMMITTEE MEMBERSHIP

- A rebate of 50% will be provided for all active Swimming Club Committee Members whereby you volunteer at least 70% of all club nights. To become a sub-committee member please submit your request via email to chairperson@capalabaswimmingclub.org.au

MEETINGS

- Meetings of the Swimming Club Committee will be held at least once every month during the active season (Oct – April) and adhoc during the remainder of the year
- The quorum for all meetings shall be 3 members

MINUTES / REPORTS

- Formal minutes are not required however actions and significant decisions will be distributed by the Secretary within 5 days of said meetings. The Chairperson will provide a written update to the P&C monthly and will be shared along with the actions and significant decisions to be included in all General Meeting updates.
- Treasurer is to submit a formal financial report for each P&C General Meeting.

ROLES

- **Chairperson:** Chair meetings, act as spokesperson if required and send updates to the P&C
- **Vice Chairperson:** Act on behalf of Chair in Chairperson absence
- **Secretary:** Prepare correspondence on behalf of committee, prepare & distribute minutes / actions
- **Treasurer:** Liase directly with P&C Treasurer, manage Profit & Loss, Budgets, Balance Sheet and ensure everything is in order for audits with regards to the Swim Club



Swim Club - Budget 2023/2024

	Debit	Credit	Balance		
IGA BBQ fundraiser cash		\$271.00			
IGA BBQ fundraiser eftpos		\$233.30			
Square fee	\$4.43		\$499.87		
Donations					
	Debit	Credit	Balance	Awaiting deposits	Awaiting deposits total
Coles gift card (1)- Used for BBQ 15/6/23	\$50.00	\$50.00	\$0.00		
Golden circle gift card - Used for BBQ 15/6/23	\$50.00	\$50.00	\$0.00		
Coles gift card (2)		\$50.00	\$50.00		
Email confirmation "Match your donation"				\$504.30	
Email confirmation "Match your volunteering"				\$465.70	
Trevor Salters, Precise Patios and fencing - Sponsorship for Wylas system				\$4,500.00	
John Debono, JB Electrical - Sponsorship for Wylas system				\$2,000.00	
Dominos 60 participation certificates free pizza vouchers	-	-	-	-	\$7,470.00
Start up costs					
Marketing	Quantity	Individual cost	Debit	Balance	
Piranhas Swim club signs	2	\$517.00	\$1,034.00		
Sponsorship signage (Andersons, Precise Patios & Fencing & JB Electrical & De	3	\$517.00	\$1,551.00		
A4 paper carton	1	\$31.95	\$31.95		
Coloured balloons - 20 pk	5	\$2.60	\$33.80	-\$2,650.75	
Canteen	Quantity	Individual cost	Total	Running Tally	
Miscellaneous					
Fork - 20pk	5	\$2.50	\$12.50		
Knife - 20 pk	5	\$2.50	\$12.50	\$25.00	
Spoon - 20 PK	5	\$2.50	\$12.50	\$37.50	
Cups large 20 pk	15	\$3.15	\$47.25	\$84.75	
Utensils - tongs large	3	\$6.00	\$18.00	\$102.75	
Tongs Small	3	\$4.00	\$12.00	\$114.75	
Take away cardboard containers tray- 250pk	2	\$71.42	\$142.84	\$257.59	
Napkins 50pk	10	\$1.29	\$10.29	\$267.88	
Kitchen towel - 4 pk	1	\$7.50	\$7.50	\$275.38	
Microwave safe bowls Decor Thermoglass 3L	2	\$27.00	\$54.00	\$329.38	
Docket book Officeworks	3	\$7.28	\$21.84	\$351.22	
Food handling gloves med	2	\$15	\$30.00	\$381.22	
Food handling gloves large	2	\$15	\$30.00	\$411.22	-\$411.22
Food					
Noodles cups - individual pk	50	\$1.85	\$92.50		
Frozen Sausage rolls - 24 pk	4	\$7.50	\$30.00	\$122.50	
Frozen Mini pies - 24 pk	4	\$7.50	\$30.00	\$152.50	
Frozen chiko rolls/spring rolls mini 60 pk	2	\$7.00	\$14.00	\$166.50	
Frozen chips - per bag	15	\$4.20	\$63.00	\$229.50	
Frozen Dino nuggets - 1kg	4	\$13.70	\$54.80	\$284.30	
Bread - per loaf	8	\$2.70	\$21.60	\$305.90	
Ham - per 400g	4	\$5.70	\$22.80	\$328.70	
Cheese slices 36 slice	4	\$14	\$56.00	\$384.70	
Tomatoes - each	5	\$1.30	\$6.50	\$391.20	
Hotdogs 1KG	5	\$7.30	\$36.50	\$427.70	
Hot Dog Buns 6 pack	9	\$3.70	\$33.30	\$461.00	
BBQ sausages 24 pack	5	\$12.00	\$60.00	\$521.00	
Burger Buns 6 pack	17	\$3.00	\$51.00	\$572.00	
Burger patties 4 pack	25	\$9.00	\$225.00	\$797.00	
Zooper doopers 24 PK	5	\$6.50	\$32.50	\$829.50	
Margarine tub 1kg	2	\$7.00	\$14.00	\$843.50	
Oil spray can	2	\$2.50	\$5.00	\$848.50	
BBQ Sauces 2ltr	2	\$4.70	\$9.40	\$857.90	
Tomato Sauce 2 ltr	2	\$4.70	\$9.40	\$867.30	

Sweet chilli sauce per 500ml	1	\$3.60	\$3.60	\$870.90		
Milk per litre long life	5	\$1.60	\$8.00	\$878.90		
Coffee Jar 400g	1	\$28.00	\$28.00	\$906.90		
PK tea bags 200 pack	1	\$8.00	\$8.00	\$914.90		
Hot chocolate jar Milo 1kg	1	\$12.00	\$12.00	\$926.90		
Sugar 2kg	1	\$2.20	\$2.20	\$929.10	-\$929.10	
Drinks						
Poppers - Various flavours 6 pack	9	\$6.50	\$58.50			
Coke 30 pack	1	\$44.90	\$44.90	\$103.40		
Coke Zero 30 pack	1	\$44.90	\$44.90	\$148.30		
Water 24 pack	2	\$9.75	\$19.50	\$167.80		
Lemonade 30 pack	1	\$44.90	\$44.90	\$212.70	-\$212.70	
Cleaning supplies						
Disinfectant wipes	3	\$3.50	\$10.50			
Spray cleaner	2	\$7.00	\$14.00	\$24.50		
Broom	1	\$13.50	\$13.50	\$38.00		
Mop	1	\$23.00	\$23.00	\$61.00		
Mop Bucket	1	\$23.00	\$23.00	\$84.00		
Floor cleaner	1	\$2.00	\$2.00	\$86.00		
Wash up liquid	1	\$9.50	\$9.50	\$95.50		
Chux 20 pack	3	\$6.50	\$19.50	\$97.00		
Garbage bags - 1 roll of 15	2	\$2.50	\$5.00	\$102.00		
Toilet Cleaner	8	\$2.30	\$18.40	\$120.40		
Toilet Brushes	8	\$5.00	\$40.00	\$160.40		
Tea Towels 10 pack	1	\$5.00	\$5.00	\$165.40	-\$165.40	
Swim caps						
Sandwich press	1	\$59	\$59.00			
Airfryer Twin Kitchen Coutures 2x 5L	1	\$166	\$166.00	\$225.00		
Airfryer Kitchen Couture 11.5L	1	\$175	\$175.00	\$400.00		
Kettle	1	\$7.50	\$7.50	\$407.50	-\$407.50	
Goggles						
Swim caps	20	\$9.00	\$180.00			
Goggles	10	\$7.00	\$70.00	\$250.00	-\$250.00	
Bunnings - Working Bee						
	Quantity	Individual cost	Total	Running tally		Start up Balance
Cobweb extension Broom	1	\$5.49	\$5.49			
Mould Off 1L \$15.49 each x2 (Trade \$14.72ea)	2	\$29.44	\$58.88	\$64.37		
Premium Yard Broom \$13.50 each x 4	4	\$54	\$216.00	\$280.37		
Spray Bottles 3pac (Trade \$7.59ea)	1	\$7.59	\$7.59	\$287.96		
Buckets \$3.34 x4	4	\$13.36	\$53.44	\$341.40		
Handheld Scrubbing Brush \$3.19 x3	3	\$9.57	\$28.71	\$370.11		
BBQ Touch Cleaner (Trade \$5.69ea)	1	\$5.69	\$5.69	\$375.80		
3L Sugar Soap with Mould Remover \$13 x2 (Trade \$12.35ea)	2	\$24.70	\$49.40	\$425.20		
Mr Handy Wipes 200 pack (Trade \$14.72ea)	1	\$14.72	\$14.72	\$439.92		
Scourer 10 pack (Trade \$4.08ea)	1	\$4.08	\$4.08	\$444.00		
Microfiber Cloths 20 pack	1	\$10	\$10.00	\$454.00		
Ansell Large Workmates Rubber Gloves – 6 pair \$9.99 x 2 (Trade \$9.49ea)	2	\$18.98	\$37.96	\$491.96		
Craflight Dust Masks – 10 pack \$3.50 x2 (Trade \$3.33ea)	2	\$6.66	\$13.32	\$495.28	-\$495.28	-\$5521.95
Marketing, Canteen and Working bee total start up costs to request from P&C					\$5521.95	
Launch party cancelled.						
Operational 2023/2024 season						
Estimated total income			Income	Balance		
Membership for swim club Approx number of swimmers	70	\$150.00	\$10,500.00			
Canteen income 18 weeks x \$500	18	\$500.00	\$9,000.00			
IGA fundraising BBQ - Approximate	--	--	\$500.00			
CSC School Fundraising BBQ 15/6/23 - Approximate	--	--	\$500.00		\$21,000.00	
Estimated total outgoings			Outgoing			
Canteen replenishment weekly	16	\$250.00	\$4,000.00			
New bunting flags - unbranded metres	25	\$6.00	\$150.00			
Square fees - approx	20	\$4.00	\$80.00			
Trophys - Approximate costings from Pacific Trophies Capalaba - medals	70	\$8.50	\$595.00			

Trophys - Approximate costings from Pacific Trophies Capalaba - trophies	10	\$25.00	\$250.00				
Wylas timing system	1	\$5,929.00	\$5,929.00				
Swim Club end of season trophy night - per child	70	\$10.00	\$700.00				
Christmas break up party - per child	70	\$10.00	\$700.00				
Repayment to main P&C account	1	\$5,521.95	\$5,521.95			-\$17,925.95	
End of season and ongoing financial plan 2024/2025 and beyond							
Start up costs swim club 2024/2025 season - \$4500							
Assist school with upgrading fencing							
Replacement roller doors to pool canteen							
Replacement roller door to computer room of swim club							
Build dedicated area for Piranhas history to display photos, trophies and history of the swim club							

P and C Meeting

Monday, 19 June 2023

Principal's Report

I pay my respects to the elders, past and present. I acknowledge the Quandamooka People, their diverse cultural heritage, and the continuing spiritual and cultural connection to the land and sea we call the Redlands Coast.

Four days and counting...

Year Twelve students are starting to feel the stress. Exam pressure and the end is in sight, with the students celebrating their 100-day countdown recently.

We have had some very healthy progress on the hall; fingers are crossed that we continue with this weather. The foundation for the tiered seating was starting to take shape when I drove past this morning.

I had two Deputy Principals contribute to my report this month.

This month, Trent Perry (DP 3 to 6) would like to share the following;

Students in years three to six have been engaged in making learning visible through their classroom's Learning Walls.

A learning wall is a visual aid and reference point in the classroom, providing students with a constant visual reminder of key concepts, information, and goals. Students can take their work samples to the learning and identify what they need to do to improve.

Growth in students' ability to own learning and identify their next step to improvement has been evident this term.

Adrienne, our High Capacity teacher, has resurrected the school's loom machine and has introduced this somewhat forgotten skill into her classroom!

This month, Elliott Duncanson (DP 8 and 11) would like to share the following;

Students in year eight are engaging in various opportunities that develop learning and contribute to being valuable members of our college community. Some of these fantastic activities that showcase their involvement and achievement include Drama Club and the Scene Project, Deadly Choices, Dance Teams, Debating, Chess, Student Management Team Representatives, training and competing in High-Performance Sports, Volleyball and Basketball, Inter-school Sports and electives such as Digital Technologies, Music and Design and Technologies. Students are very proud of their efforts and acknowledge each other at assemblies and through the Capalaba State College social media posts for the community to see.

Students in year eleven are learning about Respectful Relationships, consent and human rights in their iThrive subject.

A number of our year eleven students are part of a cultural group that recently gave an outstanding performance at the Senior Campus assembly.

Those attending leadership camp are getting excited and encouraging friends to attend. The 2024 seniors' jacket samples are nearly done, and planning is underway for the 2024 formal.

Finally;

We have had a healthy uptake of our microfibre pants. We should see increased sales once we return from holidays with that cooler weather towards July and August.

Lachlan Thatcher
Principal



Capalaba State College

P (07) 3823 9111

F (07) 3823 9100

www.capalabasc.eq.edu.au

School Road
Capalaba QLD 4157
Australia



Summary of Wishlist Funding Applications Round 1 2023

Application Description	Costs	Funding Requested
Yungaburra environment: Restorative Justice Journey support, Junior campus has sent up a Supportive environment (Yungaburra) needs resources and decorating	Items from - Kmart: \$162.75 Spotlight: \$446.00 Bunnings: \$288.80 Total: <u>\$897.55</u>	\$800.00
Home Ec / Hospitality Equipment: To upgrade old pots and pans, purchase additional items for everyday learning and to be able to cater for events.	Items from – Nisbits: \$835.00 Amazon: \$304.53 Total: <u>\$1,139.53</u>	\$800.00
SMT Polo Shirts: For the students of 2023 representing the College at events.	Items from – Tribal Sport: \$810 Total: <u>\$810</u>	\$800.00
Junior Library Furniture: All students and staff use this area regularly, it requires new furniture and storage items.	Items from – Amart: \$280.00 Ikea: \$126.00 Fantastic Furniture: \$329.00 Total: <u>\$668.19</u>	\$800.00
Lunch Options: To relieve the College of the costs on Junior Campus paying for lunches for children without lunch options until assistance from an external organisation can be organised.	Items from – Woolworths: ? School Tuckshop: ? Total: <u>\$800.00</u>	\$800.00 or whatever we can spare.
Robot Head Battery: To continue refurbishment of robot at Senior Campus library. Shoulder will need repairing in the near future also.	Items from – the Brainary: \$168.18	\$168.18
Scanning pens x2: Assistive technology to immensely assist students with learning disabilities to learn independently.	Items from – Scanningpens.com: \$810.00	\$800.00
Total available funds - \$3000.00 vs Total requested funds - \$4968.18		



CAPALABA STATE COLLEGE
PARENTS & CITIZENS ASSOCIATION

Grants Update – June 2023

Active grant-funded projects

Project	Grant	Status	Acquit by	Things we need help with
Connection Corridor – Revegetate Forest school creekline	Redland City Council Conservation Grant \$10,000	Works completed over Easter holidays	13.06.23	
Connection Corridor – Tree planting	Planting Trees for the Queen’s Jubilee \$20,000	Variation to Request for Quote completed. Updated quote received for tree planting project near Blue area. Planning to procure works to commence over June/July holidays.	29.09.23	

Upcoming grant opportunities

Grant	Purpose of Grant	Due Date
Queensland Day Sponsorship Up to \$15,000	The types of initiatives include: concerts, festivals, family fun days, markets, parades, barbeques, active recreation activities.	31.08.23

Awaiting outcome of application

Grant	Applied for	Outcome expected
Gambling Community Benefit Fund Up to \$35,000	Mural project	Oct 2023



Mother's Day Stall 2023

Profit and Loss		
INCOME		
Presales (23 Apr - 9 May)	\$	1,579.00
Day 1 & 2 sales (10/11 May)	\$	3,956.00
Post event sales square	\$	158.50
Post event sales cash or bank	\$	100.25
Remove SQ card raffle sales	\$	-235.00
OTHER INCOME		
Refunds/Returns		<i>included in supplier purchases</i>
TOTAL INCOME		<u>\$ 5,558.75</u>
COST OF GOOD SOLD		
Opening Stock	\$	215.17
Plus: Cost of Fday Stock Sold	\$	27.16
Plus: Purchases	\$	4,008.97
Cost of Goods available for sale	\$	<u>4,224.14</u>
Less: Closing Stock	\$	992.58
TOTAL COGS		<u>\$ 3,231.56</u>
GROSS PROFIT		<u>\$ 2,327.19</u>
EXPENSES		
Square Presale fee (23 Apr - 9 May)	\$	34.46
Remove SQ raffle fees	-\$	4.64
Day 1 & 2 square sales fees (10/11 May)	\$	6.67
Post event square sales fees	\$	2.54
TOTAL EXPENSES	\$	-
NET PROFIT	\$	<u>2,327.19</u>