

# **Sacred Heart Primary School P&F Association**

## **Treasurer's Report**

### **Committee Meeting – Monday 23-Nov-09**

This report has been prepared by P & F Treasurer Jessica Parker.

- Records have been balanced and reconciled up to and including the 23/11/2009. The balance stands at \$11 673.55
- There are no cheques outstanding
- Payment has been made for Rubber mats (\$2100.27), Easyrun Fundraising (\$529.55), new books for K-Yr6 (\$10 272.51) and Yr 6 & 7 graduation donations (\$2266.00).
- Allowance still needs to be made for a further \$2 727.49 to honour our commitment to the school for new classroom reading books, Geraldine Steen has no further accounts for books. I will check with Sue Fox and report back on this matter.
- I have not yet received a receipt for the World Teacher's Day cake.
- After much investigation I have not found an accountant to audit the P & F financial records. Investigation into an Auditor looked to be very expensive and in my opinion excessive for the job that needs to be done. I wish to propose that a person with sufficient financial knowledge such as a book keeper, bank manager or tax agent may be approached to review our records. This is in accordance with our constitution and government requirements in relation to auditing.
- Upcoming expenditure will include the ACM wine and cheese donation, bond and hire fee for the 2010 Quiz Night (\$1 181.50) and fund for the 2010 Sacred Heart Fete.