

			<p>seeking endorsement.</p> <p>3c – 2017 Admin Budget Spent</p> <ul style="list-style-type: none"> G.Williams tabled a spreadsheet that summarized expenditure over budget with recommendations on budget adjustments which was approved. <p>3d – 2017 Faculty Spent</p> <ul style="list-style-type: none"> Spreadsheet of spending to 30/11/17 tabled for information. <p>3e – Faculty Reserves</p> <ul style="list-style-type: none"> Spreadsheet of funds drawn down to 30/11/17 tabled for information. <p>3f – Admin Reserves</p> <ul style="list-style-type: none"> Spreadsheet of funds drawn down to 30/11/17 tabled for information. <p>3g – Draft 2018 Cash Budget</p> <ul style="list-style-type: none"> Draft budget tabled and called for feedback. <p>3h – Endorsement of Mobile Ph Staff Usage Policy</p> <ul style="list-style-type: none"> Agreed to update the policy and agreed that each person calculates what percentage they use on private calls/text and then contribute. 	<p>Budget Adjustments approved.</p> <p>Policy endorsed with modifications</p>
4.	Risk Management	Chair	<p>4a – Stocktake / Faculty Equipment Register / Audit</p> <ul style="list-style-type: none"> G.Williams advised we are currently conducting a stocktake (mandatory every 3 years for IPS schools) G.Williams advised Glen McWilliams has prepared a database for that will act as an equipment register that was approved by Schools Resourcing Branch. This will be rolled out to faculties when computers have been added. G.Williams advised we will have an audit by Office of Auditor General in February 2018. 	
5.	Other Business.		<p>5a – 2018 Budget</p> <ul style="list-style-type: none"> K.Savins advised we are \$320k in overdrawn in salaries budget and \$50k in overdrawn in cash budget and G.Williams to update prior to rollover. K.Savins advised we have people chasing up our \$1.3m funding request. K.Savins advised we have not finalized staffing and so this will change. State budget is tighter and education has to pay its share. <p>5b – PD for FACRM members</p> <ul style="list-style-type: none"> A.Tacko suggested PD that we should provide to FACRM members and has developed a list, with PD provided to members who attend 30 minutes before scheduled meetings. Agreed this was a great idea. 	

6. Next Meeting:

2018 (TBA)

Meeting Closed: 2:55 pm

Signed:

Chairperson

Date