

## New Business Unit Monthly Report from TGSHS Coffee Shop

TGSHS Coffee Shop <cafe@tgshspandc.org.au>

Tue 1/10/2019 9:25 AM

To: Secretary The Gap SHS P&C <secretary@tgshspandc.org.au>; Cafe TGSHP&C <cafe@tgshspandc.org.au>; Treasurer The Gap SHS P&C <treasurer@tgshspandc.org.au>; President The Gap SHS P&C <president@tgshspandc.org.au>; Vice-President (SS) The Gap SHS P&C <vice-president-SS@tgshspandc.org.au>; Vice-President (MK) The Gap SHS P&C <vice-president-MH@tgshspandc.org.au>

### Business Unit

TGSHS Coffee Shop

### Completed by:

Kyra Gahan

### From Email

[cafe@tgshspandc.org.au](mailto:cafe@tgshspandc.org.au)

### Date

01/10/2019

### Monthly Overview

During September I introduced a larger size (16oz) cup as there were a large amount of them sitting I the kiosk not being used. So I confirmed with Trish Dunn that it was ok to use them. They have been fairly popular so far with both hot and cold drinks.

I also introduced Lemon Iced Tea to our drinks menu. With a Large size (12oz) available for \$3 and an Extra Large for \$4. On the first day of introduction we offered some taste tests which were well received. Although business was quiet in the last 2 weeks of term due to yr 11 and 12 block exam period on the hotter days students were keen on the iced teas for a refreshing change, which is positive with the change of seasons coming.

Guidance officer Beth Steedman has expressed an interest using the coffee shop as a place for her to casually meet and greet/connect with students and staff in an informal way. She thought to start by picking a morning and coming down and having a chat with staff and students. I suggested Thursday morning as this always seems to be our busiest morning. She would like to trial this during term 4 and make it a regular thing next year.

To keep costs down I have begun using my own muffin recipe rather than buying boxes of muffin mixes. This has also proved positive with students and staff and I have received good feedback on my recipe so I will continue to buy flour and sugar rather than buying muffin mixes and hopefully we can see the difference in costs over the coming term.

Toasted sandwiches still prove to be our most popular food item.

On the last day of term I did a big clean of the fridge, removing everything and cleaning all the shelves and walls and glass.

### New tasks / actions for next month

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**Opportunities/requests for P&C consideration**

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**Are there any issues / incidents / concerns?**

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## New Business Unit Monthly Report from Tuckshop

Tuckshop

Wed 18/09/2019 10:32 AM

To: Secretary The Gap SHS P&C <secretary@tgshspandc.org.au>; Tuckshop The Gap SHS P&C <tuckshop@tgshspandc.org.au>; Treasurer The Gap SHS P&C <treasurer@tgshspandc.org.au>; President The Gap SHS P&C <president@tgshspandc.org.au>; Vice-President (SS) The Gap SHS P&C <vice-president-SS@tgshspandc.org.au>; Vice-President (MK) The Gap SHS P&C <vice-president-MH@tgshspandc.org.au>

### Business Unit

Tuckshop

### Completed by:

Paula Gagiano

### From Email

[tuckshop@tgshspandc.org.au](mailto:tuckshop@tgshspandc.org.au)

### Date

18/09/2019

### Monthly Overview

Quiet month this month as year 11 and 12s on exam block.

\* Went to a dinner for ASCA on Friday 13/09/2019 Met up with other tuckshop convenors from Kelvin Gove 2500 students, Albany Creek 1391 students and Everton Park high Schools 400 students. It was a great opportunity to chat and bounce ideas off each other. They also said I was welcome to come and see their tuckshops which would be a great idea.

### New tasks / actions for next month

New menu will be up and running in Term 4

\*New prices for drinks, ice creams and pies will start in term 4

### Opportunities/requests for P&C consideration

I was thinking and chatted to David about an idea of maybe doing online ordering. we could use the old stationery section to pass the order through the roller door this could help reduce the lines as it would all be paid for online so they would only have to produce their student id cards. Order will have to be sent in before 9:30. We have a fridge there and a warmer that could be used to store the orders.

\*We Really need a 3rd EFTPOS especially before next term as it will be busy again.

### Are there any issues / incidents / concerns?

none

## New Business Unit Monthly Report from Uniform shop

Uniform shop <uniformshop@tgshspandc.org.au>

Wed 18/09/2019 8:30 AM

To: Secretary The Gap SHS P&C <secretary@tgshspandc.org.au>; Uniform Shop The Gap SHS P&C <uniformshop@tgshspandc.org.au>; Treasurer The Gap SHS P&C <treasurer@tgshspandc.org.au>; President The Gap SHS P&C <president@tgshspandc.org.au>; Vice-President (SS) The Gap SHS P&C <vice-president-SS@tgshspandc.org.au>; Vice-President (MK) The Gap SHS P&C <vice-president-MH@tgshspandc.org.au>

### Business Unit

Uniform shop

### Completed by:

Renuka Nathan Britta Kammann

### From Email

[uniformshop@tgshspandc.org.au](mailto:uniformshop@tgshspandc.org.au)

### Date

18/09/2019

### Monthly Overview

We had our first online order this month, and it was picked up during our business hours.

Met the new manager of Skola (Music Uniform) with Wendy and Trish.

Year 12 tie sample was approved for next years production and the ties will arrive in Brisbane in late October.

Reduced jumper prices have not increase the sale, even it was advertised. Fleecy jackets are part of the uniform for 2020, except for the sale of Size "S".

We had a couple of new comers purchasing uniform for the start of next term.

### New tasks / actions for next month

None

### Opportunities/requests for P&C consideration

New racks for the second hand Uniforms, as the old ones are collapsing.

Regarding online orders, could we have a proof of collection/pick-up on our system (maybe a bar code to scan, when the order is picked up).

Could we also have a sound alert or a flicking light, to know that an online order came in when we are busy.

### Are there any issues / incidents / concerns?

None