

Albany Creek State School P & C Association

ANNUAL GENERAL MEETING TUESDAY 18th March 2014

MINUTES

Minutes of the Annual General Meeting (AGM) held in the Library Annexe of the School at 696 Albany Creek Road, Albany Creek, on Tuesday 18th March commencing at 7.00 pm.

1. WELCOME

Kerri-Lee Halas welcomed everyone to the meeting.

2. ATTENDANCE AND APOLOGIES

Attendance: 15

Apologies: 6

(As per Attendance/ Apologies Sheets)

3. MINUTES OF PREVIOUS AGM

Minutes of the previous AGM held on Tuesday 19th March 2013 were true and correct.

MOTION: I move that we accept the minutes of the previous AGM as a true and accurate record.

Moved: Maree Kenwick **Seconded:** Megan Phillips **Carried:** All

4. BUSINESS ARISING FROM PREVIOUS MINUTES

There was no business arising from previous minutes.

5. TREASURER'S REPORT

Auditors report was reported on by Carly Mattea (copy attached). A copy was provided to all in attendance.

Results for 2013 were beyond our expectations, a fantastic result for a non-winter carnival year. The surplus for 2013 was largely due to successful fundraising activities.

As a result of the profitability of the P & C, funds were able to be injected into the new prep playground and the air-conditioning of the classrooms.

Thanks were given to Karen Wilson for her contributions in the role of assistant treasurer for the 2013 year. P & C volunteers and the outgoing committee were thanked for their support.

MOTION: I move that we accept the Auditors Report on the Financial Records for 2013 as a true and accurate record.

Moved: Carly Mattea **Seconded:** Pattie Murray **Carried:** All

6. PRESIDENT'S REPORT

Report tabled by Kerri-Lee Halas (copy attached). A copy was provided to all in attendance.

MOTION: I move that we accept the President's report.

Moved: Kerri-Lee Halas **Seconded:** Maree Kenwick **Carried:** All

7. PRINCIPAL'S REPORT

Paul Kingston tabled his report – see attached copy. A copy was provided to all in attendance.

Paul thanked the outgoing executive for their efforts in 2013 and thanked the incoming executive in advance.

MOTION: I move that we accept the Principal's report.

Moved: Paul Kingston **Seconded:** Megan Phillips **Carried:** All

8. 2014 MEMBERSHIP APPLICATIONS

It was moved that the membership applications filled out tonight, at the P&C Meeting held on Tuesday 18th March, and at the Prep P&C Sub-Committee meeting held on Monday 17th February be accepted as voting rights for 2014.

Moved: Paul Kingston **Seconded:** Rebecca Wadham **Carried:** All

9. ELECTION OF OFFICERS FOR 2014

All positions were declared vacant

Paul Kingston called for nominations for the 2014 Executive Committee.

President **NOMINEE:** Kerri-Lee Halas

	PROPOSER:	Paul Kingston
	SECONDED:	Maree Kenwick
	ACCEPTED:	ALL
Secretary	NOMINEE:	Maree Kenwick
	PROPOSER:	Paul Kingston
	SECONDED:	Pattie Murray
	ACCEPTED:	ALL
Treasurer	NOMINEE:	Carly Mattea
	PROPOSER:	Paul Kingston
	SECONDED:	Karen Wilson
	ACCEPTED	ALL
Vice-President	NOMINEE:	Rebecca Wadham
	PROPOSER:	Paul Kingston
	SECONDED:	Maree Kenwick
	ACCEPTED	ALL
Vice-President	NOMINEE:	Kristy Bensley
	PROPOSER:	Paul Kingston
	SECONDED:	Kerri-Lee Halas
	ACCEPTED	ALL
Non – Executive Positions		
Assistant Treasurer	NOMINEE:	Karen Wilson
	PROPOSER:	Paul Kingston
	SECONDED:	Pattie Murray
	ACCEPTED:	ALL

10. CONTINUATION OF SUB-COMMITTEES

It was moved that the following Sub-Committees of the P&C Association continue for 2014:

- Music Supporters Group
- Tuckshop
- Uniform shop
- Prep P&C

Working Groups/Steering Committees:

- Hall Canteen
- Fundraising

MOTION: that we accept the above sub-committees, working groups and steering groups be continued in 2014

Moved: Kerri-Lee Halas

Seconded: Rebecca Wadham

Carried: All

11. APPOINTMENT OF AUDITOR

It was moved that Jason O'Connor Pty Ltd be retained as the Auditor for 2014.

Moved: Kerri-Lee Halas **Seconded:** Megan Phillips **Carried:** all

12. P&C'S QLD REPRESENTATIVE

The position for the P & C's Qld Representative will be held open and advertised in the Creek Weekly.

13. STUDENT PROTECTION RISK MANAGEMENT STRATEGY

The Albany Creek State School P&C Association Student Protection Risk Management Strategy document for 2014 was tabled with the findings of the 2013 review (Copy attached).

MOTION: That Student Protection Risk Management Strategy for 2014 is adopted.

Moved: Kerri-Lee Halas **Seconded:** Rob Eaglesham **Carried:** All

14. GENERAL BUSINESS

14.1 Adoption of the 2014 Parents and Citizens (P & C) Model Constitution

MOTION: I move that the 2014 P & C Model Constitution to be adopted.

Moved: Maree Kenwick **Seconded:** Rebecca Wadham **Carried:** All

There being no further business, the meeting was declared closed at 8:00pm.

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President

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Date

Minutes prepared by Maree Kenwick, Secretary