

# Albany Creek State School P & C Association

## ANNUAL GENERAL MEETING TUESDAY 18<sup>th</sup> 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 18<sup>th</sup> 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 19<sup>th</sup> 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 18<sup>th</sup> March, and at the Prep P&C Sub-Committee meeting held on Monday 17<sup>th</sup> 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
	<b>ACCEPTED:</b>	<b>ALL</b>
<b>Secretary</b>	NOMINEE:	Maree Kenwick
	PROPOSER:	Paul Kingston
	SECONDED:	Pattie Murray
	<b>ACCEPTED:</b>	<b>ALL</b>
<b>Treasurer</b>	NOMINEE:	Carly Mattea
	PROPOSER:	Paul Kingston
	SECONDED:	Karen Wilson
	<b>ACCEPTED</b>	<b>ALL</b>
<b>Vice-President</b>	NOMINEE:	Rebecca Wadham
	PROPOSER:	Paul Kingston
	SECONDED:	Maree Kenwick
	<b>ACCEPTED</b>	<b>ALL</b>
<b>Vice-President</b>	NOMINEE:	Kristy Bensley
	PROPOSER:	Paul Kingston
	SECONDED:	Kerri-Lee Halas
	<b>ACCEPTED</b>	<b>ALL</b>
<b>Non – Executive Positions</b>		
<b>Assistant Treasurer</b>	NOMINEE:	Karen Wilson
	PROPOSER:	Paul Kingston
	SECONDED:	Pattie Murray
	<b>ACCEPTED:</b>	<b>ALL</b>

## **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*