

COOLUM STATE HIGH SCHOOL P&C ASSOCIATION

ANNUAL GENERAL MEETING

MINUTES

Date & Time: Monday 18 March 2019, 6.00pm – 7.00pm

Venue: Coolum State High School – Brahminy Kite room, Smart Futures Centre

Attendees: as per sign on register

Apologies:

Secretariat: Nolly Griffiths

	Agenda Item/Topic	
a)	Welcome to members and introduction of any special visitors	Meeting opened 6.03pm No special visitors
b)	Apologies	Nil
c)	Confirmation of Minutes of the previous Annual General Meeting	Moved: Emma Clarke Second: Monica Kutt
d)	Business arising out of the Minutes of the previous Annual General Meeting	Nil Troy thanked P&C Executive Troy talked about what the P&C is and what they do. He also talked about the vision of the school and the school's future and what is happening in the school.
e)	Receipt and adoption of the Association's audited annual financial statement and Treasurer's Report	Treasurer Report Tabled Moved: Clare Bates- Pay Seconded: Cameron Townsend
f)	Receipt and adoption of the President's Annual Report	Report Tabled Moved: Nolly Griffiths Seconded: Monica Kutt

g)	Receive applications of membership (to include renewal of existing membership and new membership)	Moved: Nolly Griffiths Second: Clare Bates-Pay
h)	Election of Officers/Executive Committee	<p>Troy Chairs meeting from this point on Two nominations for President:</p> <ol style="list-style-type: none"> 1. Mark Horsfall – speaks as President nominee – 2 minutes. He also speaks for an extra minute to talk about how he will handle a conflict of interest 2. Nicole Sklenars speaks as President nominee for 2 minutes <p>Secret ballot for election of President role Vote counter is David Williams, scrutineer is Denise French Votes counted and Nicole Sklenars is the majority elected President.</p> <p>Troy moves that the votes for the other executive positions be by show of hands as there are no other candidates. Moved: Nolly Griffiths, Seconded: Emma Clarke</p> <p>President: Nicole Sklenars (secret ballot, majority) Treasurer: Suzette Warnes (show of hands – majority 64) Vice President: Clare Bates- Pay (show of hands – majority 64) Secretary: Monica Kutt (show of hands – majority 62)</p>
i)	Motion to change bank signatories to the newly elected Officers (if required)	<p>Motion: To remove outgoing Secretary Nolly Griffiths from bank signatories and to add Clare Bates-Pay, Vice President to bank signatories.</p> <p>Moved: Nolly Griffiths Seconded: Suzette Warnes</p>
j)	Confirmation of continuing subcommittees of the Association (including appointment of members of subcommittees)	There were no subcommittees in 2018, therefore this is not applicable.
k)	Appointment of Association’s Auditor	Motion to continue to appoint SASS Auditors for the Association for 2019.

		Moved: Nolly Griffiths Second: Monica Kutt
l)	Adoption of the Student Protection Risk Management Strategy	Moved: Emma Clarke Second: Clare Bates Pay
m)	Adoption of Model Constitution (if any)	No new constitution – 2018 Model Constitution remains the same. Moved: Nolly Griffiths Seconded: Nicole Sklenars
n)	Honorary life membership awards	Motion: That Greg Swadling be nominated for honorary life membership. Moved: Troy Ascott Seconded: Nolly Griffiths Greg Swadling left the room whilst Troy provide a brief summary of Greg’s contribution to the school, the P&C and the reasons why Greg was nominated for life membership. Voting was by show of hands majority by three quarters. Motion Carried – 67 hands
o)	General Business	No General Business relating to business of the AGM 2018.
c)	Meeting Closed	7.26pm
d)	Next AGM Meeting	Monday 16 March 2020, 6pm