

# COOLUM STATE HIGH SCHOOL P&C ASSOCIATION

## ANNUAL GENERAL MEETING

### Minutes

**Date & Time:** Monday 18 March 2024 at 6.00pm

**Venue:** Coolum State High School – Wandama Building E03

**Attendees:** as per sign in book

**Secretary:** Sharyn O’Brien

	Agenda Item/Topic	
a)	Opening and welcome.	
b)	Apologies.	Ryan Stewart
c)	Ratification of Minutes of the previous Annual General Meeting.	Moved: Clare Bate-Pay Seconded: Andrew Gorman
d)	Business arising from the Minutes of the previous Annual General Meeting.	NIL
e)	Correspondence.	NIL
f)	Receipt and adoption of the Association’s audited annual financial statement and Treasurer’s Report.	Moved: Clare Bate-Pay Seconded: Andrew Gorman
g)	Receipt and adoption of the President’s Annual Report.	President: Nicole Sklenars On File  Moved: Sharyn O’Brien Seconded: Nolly Griffiths

h)	Memberships. Registration of new members.	All memberships lapse. Applications for membership to be entered into Membership Book held by Secretary. Sharyn O'Brien Gayle Spencer Clare Bates-Pay Andrew Gorman Nolly Griffiths Nicole Sklenars Gio Netto
i)	Election of Officers. Troy Ascott to chair meeting until new members elected.  All positions to be declared vacant. Troy Ascott to take the chair and call for nominations for the following: President, Vice President, Treasurer and Secretary.	President:      Nominee:      Nicole Sklenars Moved By:      Nolly Griffiths Seconded By: Andrew Gorman  Vice President: Nominee:      Clare Bates-Pay Moved By:      Nicole Sklenars Seconded By: Nolly Griffiths  Secretary:      Nominee:      Nolly Griffiths Moved By:      Sharyn O'Brien Seconded By: Nicole Sklenars  Treasurer:      Nominee:      Gio Netto Moved By:      Nicole Sklenars Seconded By: Nolly Griffiths
l)	Motion to change bank signatories to the newly elected Officers (if required).  Motion to Remove Ryan and Sharyn and Add Nolly and Gio	Moved: Clare Bates-Pay Seconded: Andrew Gorman
m)	Confirmation of continuing subcommittees of the Association (including appointment of members of subcommittees).	None

n)	Appointment of Association's Auditor.	Lynch Audit  Moved: Clare Bates-Pay Seconded: Andrew Gorman
o)	Appointment of the P&C's QLD Representative.	President  Moved: Clare Bates-Pay Seconded: Andrew Gorman
p)	Adoption of the Student Protection Risk Management Strategy.	Two copies provided for members to view  Moved: Clare Bates-Pay Seconded: Andrew Gorman
r)	Re-adoption of the Student Representation Policy	Two copies provided for members to view  Moved: Clare Bates-Pay Seconded: Andrew Gorman
s)	Honorary life membership awards.	None
t)	General Business (relating to the Annual General Meeting).	
u)	Date of the next Annual General Meeting.	17th March 2025
v)	Meeting Closed.	6.20

P&C President signature & date:

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P&C Secretary signature & date:

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