



March 2022 AGM

AGM MINUTES

Present: members in attendance

|                                     |                               |
|-------------------------------------|-------------------------------|
| Kate Matthews (Member)              | Charlotte Myers (Member)      |
| Sarah Drummond (Member)             | Leah Macfarlane (Member)      |
| Rachel Cox (Member)                 | Alicia Hartley (Member)       |
| Chloe Nicholls (Member)             | Kylie Symonds (Member)        |
| JP Bester (Member)                  | Sarah Daly (Member)           |
| Anita Bond (Member)                 | Anna Thomas (Member)          |
| Judy Pritchard (Member)             | Karen Bond (Member)           |
| Amanda Hay (Member)                 | Adria Cunningham (Member)     |
| Cath Schulz (Member)                | Sarah Woolford (Member)       |
| Fran Hind (Member)                  | Jason Wilson (Member)         |
| Glen O'Halloran (Member)            | Anthony Lamond (Member)       |
| Catherine Kerton (Member)           | Kylie Depper (Member)         |
| Amanda Scholz (Member)              | Phil Langley (Non-Member)     |
| Kate Grove (Member)                 | Nicole Armistead (Non-Member) |
| Jehanne Fernandez-Gray (Non-Member) | Kristen Lowrey (Member)       |
| Cara Cox (Member)                   |                               |

Welcome:

Opened by President Kate Matthews 6.30pm

Apologies

Absences – Steven Toomey

Motion to accept and ratify previous AGM minutes Accepted by Chloe Nicholls and Seconded by Adria. CARRIED.

Ratification of Previous Minutes

Ratify minutes of previous AGM meeting.

Motion to accept and ratify previous AGM minutes Accepted by Adria and Seconded by Anthony. CARRIED.

Business arising from previous AGM

None

Adoption of Financial Statements and Treasurer's report

JP - Summary of December Financials were presented last meeting. Auditor and Executive has signed financials \$500k balance. Thank community support for contributions.

A receipt and adoption of financial statements and Treasurer's Report.

Motion to accept the Financial statements and treasurers report Accepted by Chloe and Seconded by Phil. CARRIED

#### President's report

Receipt and adoption of President's Report.

The last year has presented challenges. P&C conducted a number of fundraising events with great participation. President for past year and VP last two years.

Grants, Fundraising, Tuckshop and Uniform Shop -thank volunteers and staff insight on how the P&C and School work together.

Thank you to the exec team for support throughout the year. Behind the scene Alicia, Aaron & Leah Sponsorship work. P&C staff delivering key services, Karen, Donna and Charlotte. Thank Anita for guidance and support. Heather Marshall for all her support over the years. Thank you to the volunteer for their efforts. Readers, piano, community fund for financial assistance. Signage for Tuckshop and Uniform shop.

Key Achievements - Tuckshop & Uniform Shop, Employsure, P&C raised 200k last year. P&C Fete thanked organising committee Leah & Alicia.

Thanks also to Ashgrove Aces committee, Long Lunch team, Trivia Night (Anthony), and Gingerbread house (Chloe).

Move a Motion to adopt the President's Annual Report accepted by Rachel and Seconded by Adria. CARRIED.

#### Applications for Memberships

APPLICATIONS FOR MEMBERSHIPS – all accepted automatically

Move a Motion to accept all membership applications accepted by Kate Grove and Seconded by Phil. CARRIED.

#### Election for offices of Executive Committee

Kate Matthews – President moved by Chloe Nicholls, seconded by Rachel Cox CARRIED

Chloe Nicholls – Vice President moved by JP Bester , seconded by Rachel Cox CARRIED

Simon Peric – Vice President moved by Kate Matthews, seconded by Rachel Cox CARRIED

JP Bester – Treasurer moved by Rachel Cox , seconded by Kate Matthews CARRIED

Rachel Cox – Secretary moved by Chloe Nicholls, seconded by Sarah Drummond CARRIED

#### Bank Account Signatory

No changes required.

#### Confirmation of subcommittees

Ashgrove Aces

Aymee Hogbin is expected to continue in this role however, application not received by the meeting deadline – Chairperson position held over until the next meeting.

Nicola Williamson – Treasurer moved by Leah Macfarlane, seconded by Anna Thomas. CARRIED

Cara Cox – Secretary moved by Rachel Cox, seconded by Kate Matthews CARRIED

#### Appointment of Auditor

JP advised that we had recently received notice that our Auditor couldn't continue to provide services for 2022. Unfortunately received the notice too late to investigate other options. JP proposed to investigate and appoint an Auditor at a later stage by special meeting.

#### Adoption of student protection risk policy

Annual checklist has been completed and provided to Anita Bond as per requirements of the Student Protection and Risk Management Strategy (SPRMS). Adoption of the amended Student Protection Risk Management Statement (SPRMS) - from P&C Qld. It has been updated to reflect the recent changes to the Criminal Code in Qld, whereby all adults must report sexual offending against children to the police unless they have a reasonable excuse, and adults in an institutional setting (eg. a school) must protect children from the risk of a sexual offence being committed against them.

There were questions about the amendments and impact on operations, including ensuring adequate training for and notification of obligations to P&C staff and volunteers. The Executive Committee agreed to email the amended SPRMS and a summary of it to the all members, regular volunteers and P&C staff. Guidance Councillor to provide training for P&C. Risk management policy available through emailing [asspandc@gmail.com](mailto:asspandc@gmail.com).

Rachel Cox moved motion to adopt plan, Phil seconded. Carried.

#### P&C Constitution

P&C Qld has released a new model constitution which we are obliged to adopt. Changes included in respect of blue card requirements and also no longer needing to attend a general meeting in person to become a member.

Motion to adopt the new Constitution, moved by Leah and seconded by Karen. Carried.

#### Honorary life membership

None

#### General Business

Meeting dates for the year:

3<sup>rd</sup> May, 7<sup>th</sup> June, 2<sup>nd</sup> August, 13<sup>th</sup> Sept, 18<sup>th</sup> October, 22<sup>nd</sup> November with AGM to follow on 7 March 2023.

Kate Matthews called for someone to move a motion to adopt the meeting dates, moved by Chloe seconded Anthony. Carried.

#### Meeting Closed

Kate Matthews closed the meeting at 6:59 pm