



07 March 2023 AGM

AGM MINUTES

Present: members in attendance

Rachel Cox	Rob Johansen
Nathaniel O’Hare	Donna Kelly
Chloe Nicholls	Adria Cunningham
Kate Matthews	Rachelle Hili
Amanda Hay	Kylie Depper
Roger Desailly	Fran Hind (staff member)
Anita Bond	Catherine Kerton
Anneliese Dijkmans	John Lowrey
Hannah Di Girolamo	Renee O’Halloran
Danny McDonald	Anthony Lamond
Kate Rose	Adam Massey
Megan O’Dwyer	Phil Langley
Amanda Kidd	Sarah Drummond
Carla Loughnane	Rachel Gissing
Rebecca Chapman	Simon Peric
Amanda Scholz	JP Bester
Anna Thomas	Bec Webster
Ellen Kossen	Kate Grove
Janice Midgley	Sarah Woolford
Brigid Riese (non-member)	Hans Gettent
James Riese (non- member)	Monica Braithwaite
Chloe McDarmont	Brooke Robertson
Leah Macfarlane	Nicole Armitsteal
Sunny Wood	Sid Mahabal
Charlotte Myers	Lisa Naumann
Andrea Mill	Cara Cox

Welcome:

Opened by President Kate Matthews 6.35pm

Apologies

Absences – Cara Cox, Sarah Shaw, Elizabeth Watson Brown

KM asked for motion to accept and ratify previous AGM minutes Accepted by Chloe Nicholls and Seconded by Leah Macfarlane. CARRIED.

Ratification of Previous Minutes

Ratify minutes of previous AGM meeting.

KM motion to accept and ratify previous AGM minutes Accepted by Phil Langley and Seconded by Amanda Hay. CARRIED.

Business arising from previous AGM

None

Adoption of Financial Statements and Treasurer's report

JP: Audit was completed with new auditor, Andrew McCormack. Highly engaged and keen interest in the accounts so this was positive. No major issues however, control improvement identified re handling of cash in our operations. We will be working with the Business Manager this year to improve this.

Including the results of Ashgrove aces with surplus of \$29k which was lower than prior year \$130k but prior year was a Fete year.

Year did see significant increase in equipment replacement and repairs with over \$10k in repairs and replacements which impacts surplus.

Receipt and adoption of financial statements and Treasurer's Report.

KM motion to accept the Financial statements and treasurers report accepted by Adria and seconded by Chloe Nicholls. CARRIED

President's report

Kate highlights – Thanks to all those that have worked with the Executive over the last 4 years. We feel very grateful to be part of the community and sense of belonging. We feel that at the core of the school is the P&C.

Thank you to the Tuckshop and Uniform Shop staff who do a fantastic job and have adjusted well to change.

Thank you to Business Manager Charlotte. We are grateful for her competence and engagement and to support staff to bring service. Key improvements – more effective rostering, sharing responsibilities and knowledge, improved procedures and training.

Community and social events – thanks to Ashgrove Aces and Rob for stepping in. Acknowledging Aymee for her longstanding service. Thanks also to Cara.

Thanks to Aaron Roberts for staying on as bookkeeper. Wonderful that he has stayed in this role longer as we

Sarah Woolford – thanks for social media.

Leah Macfarlane and Charlotte Myers contribution in long lunch

Sam Reeves – Disco

Anthony – Trivia and Mingle

Chloe – Trivia

Cake stall team and bbq

Kristen and Leighton for the mangoes.

So much support from our entire community.

Key changes: Employed Business Ops manager as well as uniform and tuckshop staff. Changed from Flexschools to QKR for improved experience and costs. Tuckshop menu improved, community fund.

New events – comedy night and Mingle

Cage clean out.

Thank you to all staff for their hard work and supporting wellbeing of students. Thanks to Anita, Heather and Amanda who provide regular support to the Executive.

Thanks to current P&C Executive.

Receipt and adoption of President's Report.

KM asked to move a Motion to adopt the President's Annual Report accepted by Adria and Seconded by Leah. CARRIED.

Anita stepped in and acknowledged Kate's work and support.

Applications for Memberships

APPLICATIONS FOR MEMBERSHIPS – all accepted automatically

Anita asked to move a Motion to accept all membership applications accepted by Phil and Seconded by Adria. CARRIED.

Election for offices of Executive Committee

– President

- Roger Desailly – moved Carla Loughnane and seconded by Kate Rose
- Rachel Cox – moved Kate Matthews and Simon Peric

In the event of two candidates, secret ballot will be held. Ballot held and vote was

Rachel elected. CARRIED

- JP Bester, Treasurer moved by Chloe Nicholls, seconded by Simon Peric CARRIED

– Emma Mezzina, Secretary moved by Kate Matthews, seconded by Simon Peric CARRIED

– Anna Thomas, Secretary moved by Kate, seconded by Chloe Nicholls CARRIED

- Simon Peric, Vice President moved by Kate Matthews, seconded by Chloe Nicholls CARRIED

– Amanda Kidd, Vice President moved by Kate Matthews, seconded by Chloe Nicholls CARRIED

– Lisa Nauman, Officer moved by Kate Matthews, seconded by Rachel Cox CARRIED

Bank Account Signatory

Two bank accounts:

- ANZ – Require two members of the executive.

- Commonwealth Bank – JP and Charlotte currently on account but we require a second member of the executive.

Move a Motion to appoint two new signatories per account in addition to the existing with the new signatories being President and Vice President, accepted by Chloe Nicholls and Seconded by Sarah Drummond. CARRIED.

Confirmation of subcommittees

Ashgrove Aces:

Rob Johansen – Chairperson moved by Kate Matthews, seconded by Choe Nicholls .CARRIED

– Treasurer Vacant

– Secretary Vacant

Appointment of Auditor

JP advised that our existing Auditor, Andrew McCormack, is willing to provide services for another year at a flat rate of \$1500 (fete year) and \$1250 (non-fete year). Recommend this be accepted as it represents good value for the level of service.

JP asked to move a Motion to appoint Andrew McCormack as auditor for 2023 accepted by Chloe Nicholls and seconded by Adria Cunningham. CARRIED.

JP asked to move a motion make the following Non-Profit Sub-Entity elections for the P&C:

- The Uniform Shop, a separately identifiable branch of the Ashgrove State School P&C Association, is to be treated as a separate entity (being a non-profit sub-entity) for GST purposes
- The Fundraising Activities, a separately identifiable branch of the Ashgrove State School P&C Association, is to be treated as a separate entity (being a non-profit sub-entity) for GST purposes
- The Tuckshop, a separately identifiable branch of the Ashgrove State School P&C Association, is to be treated as a separate entity (being a non-profit sub-entity) for GST purposes
- The Fete, a separately identifiable branch of the Ashgrove State School P&C Association, is to be treated as a separate entity (being a non-profit sub-entity) for GST purposes
- The Ashgrove Aces Swimming Club, a separately identifiable branch of the Ashgrove State School P&C Association, is to be treated as a separate entity (being a non-profit sub-entity) for GST purposes

Motion accepted by Kate M and seconded by Adria. CARRIED

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. This year the changes are minimal. The SPRMS stated that P&C Staff and volunteers must complete some form of student protection training as determined by the Principal. The key change is a tweak to the language in the examples of training to make it clear that the Principal may provide Mandatory All Staff training.

As we did last year, we propose to email the amended SPRMS and a summary of it to the all members, regular volunteers and P&C staff. In addition, we propose to put copies of the Standards of Behaviour

Fact Sheet which is included in the SPRMS in the Uniform Shop and Tuckshop so it is readily accessible to volunteers and staff. Risk management policy available through emailing asspandc@gmail.com.

JP asked to move a Motion to adopt plan, accepted by Megan O'Dwyer, seconded by Rob Johansen. Carried.

P&C Constitution

P&C Qld has released a new model constitution which we are obliged to adopt. Changes are minimal:

- * Section 9 has been amended to reflect the changes to P&Cs with a DGR Building Fund
- * The Membership Application form has been amended to include Blue Card Number expiry date - if required

JP asked moved a Motion to adopt the new Constitution, moved by Kate Matthews and seconded by Chloe Nicholls. Carried.

Honorary life membership

None

General Business

Meeting dates for the year:

28 March, 2 May, 13 June, 25 July, 12 September, 17 October, 21 November with AGM/General meeting to follow in 5 March 2024.

RC called for someone to move a Motion to adopt the meeting dates, moved by Leah Macfarlane seconded by Chloe Nicholls. Carried.

Meeting Closed

RC closed the meeting at 7:13pm