

CHAPEL HILL STATE PRIMARY SCHOOL

Parents and Citizen's Association



GENERAL MEETING MINUTES

Details

Tuesday 14th February 2017

Recorded by: Jess Anderson (Secretary)

Item

Notes

Annual General Meeting 2017

Open and welcome	Meeting commenced at: 7:04pm Apologies – Sally Warren Welcome prospective members and Mr Tal Mitchell
Previous minutes acceptance	Motion: That the previous AGM minutes from 2016 be accepted as true and accurate record of the previous Annual General meeting. Moved: Jess Anderson Seconded: Ian Ruthenberg Passed. <ul style="list-style-type: none">No business arising out of the previous AGM minutes

Executive Reports

President's report	Motion: to accept and approve all applications for membership Moved: Ken Allen Seconded: Dean Newbery Passed. Ken read through details of President's Annual report (circulated). Motion: that the committee have received and adopt the President's Annual Report Moved: Ken Allen Seconded: Viktoria Rice-Allen Passed.
Treasurer	Provided by Leah Woodward <ul style="list-style-type: none">\$107,000 P&C funds raised in 2016\$125,000 funds spent in 2016\$118,000 opening balance for 2017 Motion: that the P&C have received and adopt the audited Annual Financial Statement and Treasurer's report. Moved: Leah Woodward Seconded: Jane Hallam Passed. Motion: That funding of \$385 + GST be approved for the nominated Auditor. Moved: Leah Woodward Seconded: Jane Hallam Passed.

Chairperson

Election of Executive Committee 2017

Stewart Jones	Nominations for President: Ken Allen Moved: Guy Johnson Seconded: Jade McCleave Passed. Nominations for Vice President: Dean Newbery; Jade McCleave (shared position) Moved: Jess Anderson Seconded: Leah Woodward Passed.
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	<p>Nominations for Secretary: Jess Anderson Moved: Jade McCleave Seconded: Octavia Vaughan Passed.</p> <p>Nominations for Treasurer: Leah Woodward Moved: Viktoria Rice-Allen Seconded: Jane Hallam Passed. Motion: to change bank signatories (as required) to the newly elected Executive Officers. Moved: Stewart Jones Seconded: Jane Hallam Passed.</p>
Appointment of Subcommittee Members 2017	
Buildings & Grounds	Octavia Vaughan Melissa Braun Adam Bessell
Fundraising (Events)	Nissa Venton
Tuckshop	Viktoria Rice-Allen Sally Bryant Martine Waters
Fete	Cassie Wood Nissa Venton
Grants	Monique Maize
Hall Hire	Octavia Vaughan
Crockery Hire	tba
Tennis Courts	Guy Johnson
Uniform Shop	Leah Woodward
Band/Choir Uniforms	tba
Sports Uniforms	tba
OHSC liaison	Carmen Spry
Class Rep Facilitator	Viktoria Rice-Allen
Book Keeper	Leah Woodward
School Banking	Jane Hallam

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Digital Communications	Viktoria Rice-Allen / Jade McCleave – Social Media Octavia Vaughan - Website
Flexischools Convenor	Jess Anderson
Further Business	
Auditor	Motion: That the P&C committee agrees to appoint an Auditor Moved: Ken Allen Seconded: Jane Hallam Passed.
Student Protection	Motion: That the P&C committee agrees to adopt the Student Protection Risk Management Strategy 2017 Moved: Ken Allen Seconded: Jess Anderson Passed.
P&C Constitution	Note: no changes were made to the 2016 P&C Qld Constitution, and on advice is rolled over to 2017
Honorary Life Membership	Motion: that Mrs Val Balnave be awarded an Honorary Life Membership to CHSS P&C committee Moved: Stewart Jones Seconded: Jade McCleave Passed.
General Business	
New Items	1. Nil
Close out	
Thanks and close	Meeting concluded at 7:35pm
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