

Annual General Meeting Minutes

Date	28 th February 2024	Minutes Taken by: Rhiane Sherriff
Location	Gainsborough State School	
Meeting Opened	Time: 5:02pm	Name: Sara Sullivan
1a. Attendance:	<p>Numbers: 20 Sara Sullivan, Clay McCann, Rhiane Sherriff, Gaylene Oppermann, Victoria Davison, Craig Tulczyn, Kat Tulczyn, Sallyanne Ladd, Leah Stanger, Kelly Ready, Rachael Blond, Megan Hawker, Kaylie Mason, Madison Robertson, Rachelle Forbes, Nicole Pryor, Georgia Hobbs</p> <p>Teams Online Attendees: Anne-Marie Lee, Emma Eyley, Amy Henry</p>	
1b. Apologies:	Hannah Weinthal Olivia Ross	
2. Opening & Welcome by the Chair	<p>Greeting by President with acknowledgment of the Land</p> <p><i>I would like to recognize the traditional owners of the land that we meet on today - the Bullongin People. I would like to pay my respects to the elder's past, present and emerging and recognize that the land is, was and always will be, Indigenous Land.</i></p>	
3. 2023 AGM Meeting Minutes	<p>The minutes to the previous AGM held in March 2023 were circulated for review.</p> <p>Resolution: to move that the minutes from the 2023 AGM are true and correct. Moved By: Rhiane Sherriff Seconded By: Rachael Blond</p> <p>All in Favour - YES / NO</p>	
3. Presidents Report	(Include Copy of Report) – Highlights	

	<p>The P&C held the following events throughout the year:</p> <ul style="list-style-type: none"> 2 x Bunnings BBQ's 1 x Referendum BBQ (held at GSS) Pie Drive Mother's Day Breakfast and Mother's Day Stall Father's Day Breakfast and Father's Day Stall Diwali Day Celebration Colour Run Disco Funded 2 x school banners for Harmony Day (Junior and Senior School) <p>The Colour run was Sara's favourite fundraising event which was made memorable with the sliming of some staff and celebrity parents.</p>
<p>4. Treasurer's Report</p>	<p>(Include copy of Audit) – Highlights</p> <p>There was a massive increase in the fundraising sales this year compared to last year (approx. \$52K Increase). The P&C executives put in a huge effort with the various events held throughout the year together with the support off GSS staff and community.</p> <p>The audited report provided by Ferrari Warner confirms overall an approximate \$45K increase in net assets held in the P&C account. No material findings were identified by auditor. An invoice for \$600 was enclosed for payment.</p> <p>Resolution: that the Treasurer's report for 2023 be adopted as true and correct and that the payment of \$600 be made for the auditor's fee.</p> <p>Moved By: Gaylene Oppermann Seconded By: Rhiane Sherriff</p> <p>All in Favour - YES / NO</p>

5. Election of Executive Committee

a. President:

Nomination 1: Rhiane Sherriff Nominated By: Sara Sullivan Seconded By: Nominated Party Accepted Position: YES/NO	Nomination 2: Craig Tulczyn Nominated By: Sara Sullivan Seconded By: Nominated Party Accepted Position: YES/NO
Vote Required: YES	Vote Won By: Rhiane Sherriff

b. Vice President:

Nomination 1: Craig Tulczyn Nominated By: Sara Sullivan Seconded By: Nominated Party Accepted Position: YES/NO	Nomination 2: Nominated By: Seconded By: Nominated Party Accepted Position: YES/NO
Vote Required: YES	Vote Won By: Craig Tulczyn

c. Secretary:

Nomination 1: Victoria Davison Nominated By: Rhiane Sherriff Seconded By: Nominated Party Accepted Position: YES/NO	Nomination 2: Nominated By: Seconded By: Nominated Party Accepted Position: YES/NO
Vote Required: YES	Vote Won By: Victoria Davison

	<p>d. Treasurer</p> <table border="1" data-bbox="629 411 2049 630"> <tr> <td data-bbox="629 411 1341 592"> <p>Nomination 1: Gaylene Oppermann Nominated By: Sally Ladd Seconded By: Nominated Party Accepted Position: YES/NO</p> </td> <td data-bbox="1341 411 2049 592"> <p>Nomination 2: Nominated By: Seconded By: Nominated Party Accepted Position: YES/NO</p> </td> </tr> <tr> <td data-bbox="629 592 1341 630"> <p>Vote Required: YES</p> </td> <td data-bbox="1341 592 2049 630"> <p>Vote Won By: Gaylene Oppermann</p> </td> </tr> </table> <p>Vote Sent via Text Message to attendees on Teams. All members received and participated in Vote: YES/NO Count for online Parties was completed by: Clay McCann</p> <p>In person vote completed and received by all members: YES/NO Count for votes in person was completed by: Rachael Blond and Kelly Ready</p>	<p>Nomination 1: Gaylene Oppermann Nominated By: Sally Ladd Seconded By: Nominated Party Accepted Position: YES/NO</p>	<p>Nomination 2: Nominated By: Seconded By: Nominated Party Accepted Position: YES/NO</p>	<p>Vote Required: YES</p>	<p>Vote Won By: Gaylene Oppermann</p>
<p>Nomination 1: Gaylene Oppermann Nominated By: Sally Ladd Seconded By: Nominated Party Accepted Position: YES/NO</p>	<p>Nomination 2: Nominated By: Seconded By: Nominated Party Accepted Position: YES/NO</p>				
<p>Vote Required: YES</p>	<p>Vote Won By: Gaylene Oppermann</p>				
<p>6. 2023/2024 Student Resources Scheme and Refund/Credit Policy</p>	<p>Discussion:</p> <p>Currently the SRS is \$175 for Prep – Year 3 and \$150 for Year 4 – Year 6. It was suggested that a flat \$15 increase be adopted for next year taking the fee to \$190 and \$165 respectively. The price of iPads is depicted by Apple and cannot be changed. The music SRS is currently \$120 if using a school instrument and \$35 for participation. The Credit policy currently states that for any amount <\$20 is to remain on the students’ account and be applied against future invoices. This has not changed. Paperwork for all 2024 SRS as above presented for approval.</p> <p>Resolution: that the 2023/2024 Student Resource Scheme and Refund/Credit Policy tabled and adopted. Moved By: Gaylene Oppermann Seconded By: Clay McCann</p> <p>All in Favour - YES / NO</p>				

<p>6a. 2023/2024 Dance Troupe</p>	<p>Georgia Hobbs presented an information session about the Dance Troupe program which was introduced in 2023. It is a specialised group of students (25 students) who are selected to participate in a variety of competitions and events throughout the year. They are provided with coaching/training sessions and have access to school owned dance shoes and costumes. Due to costs they would need to be responsible for their own transport to/from any competitions.</p> <p>Resolution: that the Dance Troupe be adopted to be a part of the Student Resource Scheme at a cost of \$25 per student (annual fee). Moved By: Gaylene Oppermann Seconded By: Clay McCann</p> <p>All in Favour - YES / NO</p>
<p>7. 2024 Student Risk Management</p>	<p>Discussion:</p> <p>Clay McCann will present at the next General Meeting, however there have been no changes to last year.</p> <p>Resolution: that the 2024 Student Risk Management be presented at the next General Meeting to be tabled and adopted. Moved By: Clay McCann Seconded By: Sara Sullivan</p> <p>All in Favour - YES / NO</p>
<p>8. 2024 P&C Model Constitution</p>	<p>Discussion:</p> <p>Clay McCann confirmed that the constitution has not changed so no need to be adopted. No further action required.</p>
<p>9. Adopting Auditor for 2024 Financial Year</p>	<p>Discussion:</p> <p>No issues with current auditor. See no reason to change.</p>

	<p>Resolution: That the 2024 Auditor for the P&C be Ferrari & Warner be tabled and adopted. Moved By: Gaylene Oppermann Seconded By: Sallyanne Ladd</p> <p>All in Favour - YES / NO</p> <p>Resolution: That payments be authorised for the \$600 invoice for the 2023 Audit – Ferrari Warner and \$2,596.89 for P&C QLD Insurance. Moved By: Gaylene Oppermann Seconded By: Sallyanne Ladd</p> <p>All in Favour - YES / NO</p>
<p>10. Meeting Times and Dates for 2024</p>	<p>Discussion:</p> <p>The meeting dates that were adopted for the 2023 worked well. It was agreed that General Meetings will be held on the First Wednesday of every month except where it falls during school holidays in which it will be the first Wednesday immediately following the holiday period. Rhiane will draft a schedule of meetings and circulate within the executive committee and tabled at the next general meeting.</p> <p>Resolution: that the 2024 Meeting Times and Dates for 2024 will be confirmed at the next General Meeting. Moved By: Rhiane Sherriff Seconded By: Gaylene Oppermann</p> <p>All in Favour - YES / NO</p>
<p>11. Application for Membership & Recording of New Members</p>	<p>I Rhiane Sherriff motion from the Secretary:</p> <p>That the 20 membership applications be received and be recorded in the membership register. Seconded By: Sara Sullivan</p>

	All in Favour - YES / NO
Date of the Next Meeting	Day: Wednesday Date: 13 th March 2024 Time: 5pm
Meeting Closed:	Time: 6:00pm

CONFIRMATION OF MINUTES

Chair Name:

Date:

Signature:

Position: