



Lake Clarendon State School P&C Association Annual General Meeting Minutes

DATE: 9th March 2019

VENUE: Lake Clarendon State School Library

CHAIRPERSON: Sandra Wright / Emma Saal

OPENING: Meeting opened at 6.31pm by President Emma Saal

APOLOGIES: -

CONFIRMATION OF PREVIOUS MINUTES: The Chair Emma Saal stated that the previous minutes had been distributed and a copy was available for anyone who desired to read it. Emma Saal then made a request for a motion to be made to accept the previous minutes as submitted as true and correct.

Motion: to accept the previous minutes as true and correct

Moved by Linda Lyons, seconded by Elissa Maguire

All in favour

BUSINESS ARISING FROM PREVIOUS MINUTES

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RECEIPT OF ASSOCIATIONS AUDITED FINANCIAL REPORT: Treasurer Terri Kugel read in summary the audited financial statement prepared by Tally Accounts. Terri Kugel reported the closing net profit/loss balance for the year ending 31st December 2019 was \$37,129.00. This does include grant money of \$35,000 which is not finalised yet.

Motion: to accept Auditor's report and annual financial statements prepared by Tally Accounts

Moved by Linda Lyons, seconded by Jenna-May Lench

All in favour

PRESIDENT'S ANNUAL REPORT: Emma Saal stated that her President's Annual Report was the speech that she delivered at the end of year concert in 2019 and contained a thank-you for the support of the Association and listed some of the fundraising events where income had come from. Emma Saal requested a motion be made to accept her report as true and correct.

Motion: to accept President's report as true and correct

Moved by Elissa Maguire, seconded by Jackie Davis

All in favour

ALL MEMBERSHIPS LAPSE AT THIS TIME

Principal Sandra Wright as the Minister's Representative took the chair. Sandra Wright requested that all membership forms (either new or renewal) be submitted for consideration.

Names of members requesting membership renewals were read aloud

Motion: to accept all applications to **renew** membership

Moved by Teneale Elphinstone, **seconded by** Jenna-May Lench

All in favour

Names requesting new memberships were read aloud

Motion: to accept all **new** applications for membership

Moved by: Elissa Maguire, **seconded by** Jenna-May Lench

All in favour

Lake Clarendon State School P&C Association

Annual General Meeting Minutes

ELECTION OF OFFICERS OF THE ASSOCIATION - chaired by the Principal, Ms Sandra Wright

Election of Officers/Executive Committee

I. Call for nominations for the position of **President**

1 nomination was submitted

Emma Saal

Moved: Kalah Lubbock

Seconded: Linda Lyons

In the absence of other nominations; Emma Saal was elected President

II. Call for nominations for the position of **Vice President**

1 nomination submitted

Linda Lyons

Moved: Emma Saal

Seconded: Kalah Lubbock

In the absence of other nominations; Linda Lyons was elected Vice-President

III. Call for nominations for the position of **Treasurer**

1 nomination submitted

Elly Hallas

Moved: Emma Saal

Seconded: Linda Lyons

In the absence of other nominations; Elly Hallas was elected Treasurer

IV. Call for nominations for the position of **Secretary**

1 nomination submitted

Elissa Maguire

Moved: Linda Lyons

Seconded: Scott Bellamy

In the absence of other nominations; Elissa Maguire was elected Secretary

Call for nominations for any other positions as determined by the Association

Tuckshop Co-Ordinator

1 nomination submitted

Jessica Lee

Moved: Teneale Elphinstone

Seconded: Jenna-May Lench

In the absence of other nominations; Jessica Lee was elected Tuckshop Co-Ordinator

Uniform Shop Co-ordinator

1 nomination submitted

Jackie Davis

Moved: Jenna-May Lench

Seconded: Teneale Elphinstone

In the absence of other nominations; Jackie Davis was elected Uniform Co-ordinator

Sandra Wright congratulated all new Executive Officers and Sub-Committee Co-ordinators and wished them well for the coming year.

The Chair was taken by the new President – Emma Saal

SET NEW BANK SIGNATORIES

Motion to accept change of bank signatories to 1. Elly Hallas (Treasurer) 2. Emma Saal (President)
3. Linda Lyons (Vic-President) 4. Elissa Maguire (Secretary)

Moved by Teneale Elphinstone, seconded by Kalah Lubbock

All in favour. Motion carried

Lake Clarendon State School P&C Association Annual General Meeting Minutes

AUDITOR APPOINTMENT

Motion to accept Tally Accounts as coming year's Auditor.

Moved by Elissa Maguire, seconded by Teneale Elphinstone

All in favour

ADOPTION OF Lake Clarendon State School Student Protection Risk Management Strategy 2020.

All in favour

GENERAL BUSINESS

- **Constitution Adoption** – Secretary Elissa Maguire reported that there had been no changes to the current 2018 constitution so there was no need to adopt a new one.

CLOSE

President Emma Saal thanked all for their attendance and closed the meeting at 7.05pm

Minutes endorsed as true and correct/...../2020

President _____
Emma Saal

Secretary _____
Elissa Maguire