



Annual General Meeting Agenda

Eatons Hill State School
Parents & Citizens Association

Date: 18 March 2020 at 7pm | **Meeting called to order by:** Glen Duff

OPENING

Welcome and opening remarks: President – Glen Duff

Acknowledgement of Country

“I would like to respectfully acknowledge the Turrbal Traditional Owners of the land on which this event is taking place and Elders both past and present.

I also recognise those whose ongoing effort to protect and promote Aboriginal and Torres Strait Islander cultures will leave a lasting legacy for future Elders and leaders.”

PRESENT & APOLOGIES

Present:

Glen Duff	Cameron McInnes	Garnet Swan	Darren Gegg
Hugh Goodfellow	Monica Byng	Nick Whitlock	Joanna Kelly
Arielle Foxcroft	Jaccie Dawson	Jennifer Hayter	Steve McMahon
Russell Long	Melinda Iacovella	Llewellyn Barlow	

Apologies:

Mike Charlton, Robyn Hulcomb. Tim Mander

ADOPTION OF THE MINUTES OF THE PREVIOUS MINUTES, 19/02/20

President – Glen Duff

Motion: The minutes be taken as a true and correct record

Moved: Glen Duff

Second: Darren Gegg

Carried: Yes

ADOPTION OF THE MINUTES OF THE PREVIOUS AGM, 20/03/19

President – Glen Duff

Motion: The minutes be taken as a true and correct record

Moved: Glen Duff

Second: Nicolas Whitlock

Carried: Yes

CORRESPONDENCE IN/OUT

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EXECUTIVE COMMITTEE PROGRESS/UPDATES

- .Rugby League Jersey Samples were provided, with it approved for the 'green sample'.

TREASURER'S FINANCIAL REPORT & AUDITOR'S REPORT

Treasurer – Presented by Darren Gegg and Nicolas Whitlock

Presents the Monthly Report and Overview of 2020 Budget.

Motion: The Monthly Report be received and adopted.

Moved: Darren Gegg

Second: Arielle Foxcroft

Carried: Yes

Presents Auditors Report and Reads Auditors Statement and Signed by President, Treasurer and Secretary.

Motion: The Auditors Report on the Financial Statements and Balance Sheet be received and adopted.

Moved: Darren Gegg

Second: Glen Duff

Carried: Yes

APPOINTMENT OF AUDITOR

Auditor for 2020.

Motion: Bruce Quelch to be the auditor for 2020/21

Moved: Glen Duff

Second: Darren Gegg

Carried: Yes

GST & FUNDRAISING

GST status for Fundraising 2020.

Motion: Treat the tuckshop as input taxed & treat uniform shop and fundraising as a no-profit sub-entity,

Moved: Glen Duff

Second: Nicolas Whitlock

Carried: Yes

PRESENTATION OF PRESIDENT'S ANNUAL REPORT

President – Glen Duff

APPLICATIONS FOR P&C MEMBERSHIP

President declared all P&C membership to have lapsed. P&C Applications received for 2020/21 are as follows:

Sarah Moss	Gillian Grieves	Arrielle Foxcroft
Jaime Nakahara	Danielle Barlow	Russell Long
Marianna Badenhorst	Matthew Grills	Steve McMahon
Janna Roop	Rachel Grills	Llewellyn Barlow
Louise Kordal	Megan Cook	Steve Byng
Angela Redmann	Nicholas Whitlock	Amanda Cusick
Jenna Sealey	Cameron McInnes	Paul Nicole
Joanna Kelly	Darren Gegg	Melinda Iacovella
Julie West	Garnet Swann	Ed Gordon
Robyn Hulcombe	Glen Duff	Penny Callaghan
Kevin Gower	Stacey Duff	Tracy Hoffmann
Richard Conaghan	Yvette Payne	Adam Houston
Jennifer Hayter	Monica Byng	Taura Sanderson

Motion: All applications for membership be accepted

Moved: Garnet Swann

Second: Glen Duff

Carried: Yes

ELECTION OF EXECUTIVE COMMITTEE

President stood down and declared all positions vacant. Nominations for President taken from the floor by Hugh Goodfellow.

Nominations for President are: Cameron McInnes

Moved: Glen Duff

Second: Garnet Swann

Cameron McInnes was elected

Nominations for Vice President are: Glen Duff

Moved: Cameron McInnes

Second: Garnet Swann

Glen Duff was elected

Nominations for Vice President are: Monica Byng

Moved: Glen Duff

Second: Cameron McInnes

Monica Byng was elected

Nominations for Treasurer are: Nicholas Whitlock

Moved: Glen Duff

Second: Cameron McInnes

Nicholas Whitlock was elected

Nominations for Secretary are: Garnet Swann

Moved: Glen Duff

Second: Cameron McInnes

Garnet Swann was elected

Nominations for Assistant Secretary are: Jennifer Hayter

Moved: Glen Duff

Second: Jennifer Hayter

Jennifer Hayter was elected

BANK SIGNATORIES

Bank Signatories.

Motion: Change any bank signatories to the newly elected Officers, if and as required.

Moved: Monica Byng

Second: Nicholas Whilock

Carried: Yes

APPROVAL OF THE 2019 P&C CONSTITUTION for 2020

P&C Constitution.

Motion: The 2019 constitution is re-adopted for the 2020/21 year.

Moved: Cameron McInnes

Second: Glen Duff

Carried: Yes

APPOINTMENT OF P&C QLD REPRESENTATIVE

P&C Qld Representative.

Proposed Motion: The following person is endorsed as the P&C Qld Representative: Joanna Kelly

Moved: Cameron McInnes

Second: Monica Byng

Joanna Kelly was elected

ADOPTION OF STUDENT PROTECTION RISK MGT STRATEGY 2020

Student Protection Risk Management Strategy.

Motion: The 2020 Risk Management Strategy is received and adopted

Moved: Cameron McInnes

Second: Nicolas Whitlock

Carried: Yes

CLOSE OF AGM

AGM concluded at 740pm

GENERAL BUSINESS

PRINCIPAL'S REPORT

Report was presented by Hugh Goodfellow which included the following matters.

- **School Finances:** \$294,751.37
- **School Enrolments:** 1105
- **Social Distancing at School** – Classrooms & Breaktimes, Parent Behaviour
- **School Excursions** – Cancellation of Yr 4 Camp at Camp Goodenough planned for Week 9 Yr 5 Excursions to Eureka Gold Rush planned for Week 9 have been cancelled
- **Yr 6 Canberra Trip** would not go ahead under the current conditions.
- **Other school based events that are now cancelled include:** Sector and Whole School Gatherings, P-6 Cross Country. Prep Easter Hat Parade. School ANZAC Ceremony
- **Personal Hygiene Procedures**
- **Parent Teacher Interviews** - will not be held face to face this term. The school will look at other ways of communicating with parents to share student progress information.
- **School Cleaning**
- **Self-Isolating**
- **Arrangements for any possible school closure**
- **School Communication**

- **Special Thanks to our Staff**

Moved: Hugh Goodfellow

Second: Glen Duff

Carried:

BUSINESS OPERATIONS REPORT

Report tabled and presented by Taura Sanderson.

Moved: Taura Sanderson

Second: Monica

Carried:

OTHER UPDATES

Fundraising and Events

Movie Night was very successful

Carnival – within a month will need to make the decision on whether to hold in this year.

Mothers Day Stall – look at making changes eg. come to stall a class at a time.

School Banking

School Banking has been suspended because of the matter of handling of clash

Paul Redmann is taking on the coordinator role and Jaccie Dawson is providing help in this period of transition.

GENERAL BUSINESS CONCLUDED @ 9pm

Signing of forms took place following after meeting had closed.

- Executive change of details forms for P&Cs Qld
- Signing of bank account signatory forms for incoming Executive
- Blue Card Application forms for incoming Executive
- Declaration of Fitness (OSHC) forms for incoming Executive

Next Meeting Date: 20th May 2020

The next P&C Meeting will be the **20th May 2020**. It will be shorter and we will have this wrapped up by 8.30pm.