

Austinmer Public School P & C Association

Minutes of Annual General Meeting

Held on 1 December 2010 at Thirroul Bowling Leagues and Recreation Club

Chair	Peter Holmes
Minutes	Peter Holmes
Attendance	<u>Financial Members:</u> Peter Holmes, Lisa Vezgoff, Elaine Byrne, Dan Bishop, Paul Vezgoff, Tanya-Allen, Miriam Waldron, Sheralee Rae, Michelle Summerhayes, Lorraine Holmes, Deirdre Clothier. <u>Observers:</u> Julie Reid, Debbie Hobbs, Bronwyn Gleeson, Cherie Hubscher, Janet Berry, Karen Dorset, Suzette Martin.
Apologies	Steve Jenkins, Jodie Pryor, Paul Petersen, Jo Jeffries
Start	7:45pm
End	8.40 pm

Welcome

The Chairperson welcomed all in attendance to the 2010 Annual General Meeting.

1. Approval of minutes of previous Annual General Meeting ("AGM").

Minutes of previous AGM held 14 December 2009 tabled.

Motion: That the minutes as tabled be adopted as a true and correct record of the 2009 Annual General Meeting of the Association.

Moved: Peter Holmes

Seconded: Lisa Vezgoff

[Noted both were in attendance at the 2009 AGM]

Carried

2. Annual Report.

The Annual Report was tabled. Included in it were:

President's Report.

Treasurer's Report.

Sub Committee reports

Reports tabled from the Chairpersons of:

1. Before School Care Subcommittee (Michelle Summerhayes);
2. Canteen Subcommittee (Sheralee Rae);
3. New Innovations Sub committee (Lorraine Holmes);
4. Grounds and Facilities Sub Committee (Dan Bishop);
5. Events Sub Committee (Jodie Pryor);
6. Communications Sub Committee (Lisa Vezgoff).

The Treasurer spoke to her report which updated the Associations financial position as it currently stands. Final reconciliations not yet completed after all fund raising events in term 4 but it is anticipated after purchasing the 3 new white boards the Association will begin 2011 with about \$12,000.00 in funds (not counting funds held in reserve) to spend on projects. Noted it is unlikely we will be able to fund the learning support programs as we have in the past if there is a need.

Motion: That the Annual Report as prepared for 2010 be adopted.

Moved: Lisa Vezgoff

Seconded: Sherallee Rae

Carried.

3. Financial reports and audited financial statements.

The Auditor's report and audited financial statements were tabled. In the Auditor's absence the Treasurer briefly addressed the meeting and spoke to the report.

She advised the Auditor had been provided with all account records and the audited financial statement supported by working notes confirmed all accounts as at 30/9/10 were in a healthy state and the financial records provided showed a true and fair view of the Associations position for y/e 30/9/10.

Motion: That the Association approve the Auditor's report and audited financial statements for year ending 30/9/10.

Moved: Peter Holmes

Seconded: Lisa Vezgoff

Carried.

4. Membership Fees

The meeting agreed not to increase membership fees for 2011 year.

Motion: That Membership fees for the Association for 2011 be set at 50 cents.

Moved: Elaine Byrne

Seconded: Lisa Vezgoff

Carried

5. Appointment of Auditor for 2010/11 financial year.

Jo Jeffries had previously advised the Secretary that she would accept the appointment as auditor for the 2010/11 financial year.

Motion: That Jo Jeffries is appointed as Auditor for the 2010/11 financial year.

Moved: Peter Holmes

Seconded: Tanya Allen

Carried.

6. Draft By Laws

The draft By Laws prepared by the Chairperson were tabled and he briefly addressed the meeting. These are based substantially on the Federation model By Laws designed to standardise procedural rules for the conduct of meetings and to set matters particular to our association including timing of AGM and financial year and limits on motions without notice touching on financial matters. Input needed from all members before being put to a vote at a general meeting next year.

Motion: That the draft By Laws as tabled be posted on the schools web site and comment invited before 31/12/10.

Moved: Elaine Byrne

Seconded: Lisa Vezgoff

Carried

Motion: That the Secretary prepare a final version of the draft By Laws after consideration of any comment received and submit it to the first meeting of the Association in 2011 for final review and approval by the members before being put to a vote at a subsequent meeting on whether or not they should be introduced.

Moved: Lisa Vezgoff

Seconded: Sheralee Rae

Carried

7. Election of Office Bearers for 2010 Committee

Lorraine Holmes acted as returning officer. The Chairperson thanked all outgoing committee members who were not returning next year.

Lorraine declared all positions vacant.

Nominations for President:

There was no nomination for President.

There being no nominations Lorraine declared the position of President to be casually vacant.

