

Gidgegannup Primary School P&C Association Inc.
MINUTES OF ANNUAL GENERAL MEETING
Held on Monday 25th February 2019
at 9am in the Library

1. WELCOME: Meeting opened at 9.05am

In attendance: Kelsey Daniel, Heidi Bond, Denise Fernie, Steph Degens, Fiona Faulkner, Katie Barfield, Jo Appelbee, Denise Fernie, Michael Kovalevs, Cathie Joachim, Kathryn Payne, Kylie Bevan, Kylie Lawson, Margaret Yagmich

Apologies: Maureen Williams, Vanessa Van Beek, Gemma Kellock, Tana Marriner, Jane Kinnersley, Jennelle Murray, Suzie Ladlow, Pam Armstrong, Amy Yagmich-Waters, Bec Downes

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING:

Proposed motion: That the previous minutes of the Gidgegannup Primary School P&C Association Annual General Meeting held of Monday 19th February 2018 (*and subsequent correction at meeting held on 26th February 2019*) be taken as read and confirmed and as a true and accurate record.

Motion moved by JA, seconded by KB and carried

3. Correspondence In/Out

Letter from Jessica Shaw inviting new executive committee to lunch
Letter from WACCSO asking for interest in positions of state councillor

4. ELECTION: ALL POSITIONS DECLARED VACANT

4.1 Office Bearers:

President – self-nomination by Kelsey Daniel accepted, seconded by Steph Degens.

Elected unopposed

Vice-president – self-nomination by Joanne Appelbee accepted and seconded by Heidi Bond.

Elected unopposed

Treasurer – self-nomination by Heidi Bond accepted and seconded by Denise Fernie.

Self-nomination by Katie Barfield to take on banking element of Treasurer role accepted and seconded by Joanne Appelbee

Elected unopposed

Secretary- No nominations

4.2 Executive Committee – to support the Office Bearer roles:

Denise Fernie
Katie Barfield
Kylie Bevan
Kathryn Payne
Catherine Joachim
Stephanie Degens
All Elected Unopposed

4.3 Canteen Co-ordinator

Self-nomination by Rebecca Lewis (not in attendance), accepted and seconded by Kelsey Daniel.
Elected Unopposed

4.4 Scholastic Book Club Co-ordinator

Proposed motion: That Steph Degens fills this position.
Moved, seconded and carried.

4.5 Honorary Auditor:

According to WACCSO regulations, we do not have to submit to an annual audit (see <https://www.wacssso.wa.edu.au/media/1384/financial-reporting-obligations-for-pcs.pdf>)

A review would be a less in-depth undertaking and would cost less. The 2017 Audit was presented. The 2018 Audit needs to be finalised. It was suggested that we alternate between an audit and a financial health check each year. This being in view of the fact that the P&C will need to pay for the 2019 audit, which in previous years has been donated.

Proposed Motion: *That the 2019 books be submitted for a financial review only, and that a quote be requested from Harding and Thornbury.*

Moved by Margaret Yagmich, Seconded by Heidi Bond and carried.

4.6 Class Representatives Co-ordinator

Proposed motion: That Fiona Faulkner fills this position.
Moved, seconded and carried.

4.7 Facebook Administrator

Proposed motion: That Kelsey Daniel fills this position
Moved, seconded and carried.

5 Principal's report
see attached

6 GENERAL BUSINESS

6.1 Proposed motion: that the P&C cater for next week's Hills Education Community (HEC) public speaking event, Wednesday 6th March, to the amount of \$5 per head. Moved by MK, seconded by KD and passed.

6.2 COLOUR RUN AND EASTER RAFFLE

These will be held in tandem on Thursday 11th April, last week of Term 1. Chelsea Whiteside to assist Kelsey with Colour Run. Organiser needed to run Easter Raffle. Katie B, Kylie B and Kylee L agreed to organise the Easter Raffle.

6.3 MOTHERS DAY AND FATHERS DAY STALL

Katie Barfield agree to organise these with assistance

6.4 ELECTION DAY SAUSAGE SIZZLE AND CAKE STALL

When the elections are announced, Gidgegannup Primary School will be used as a polling station and the P&C will cater at this event.

6.5 DISCO

Kathryn Payne and Fiona Faulkner will organise the Disco in Term 4.

6.6 SMALL FARM FIELD DAY AND GIDGE SHOW

Denise Fernie agree to run the stalls at these two local events again this year.

6.7 FUNDING OF EXCURSIONS AND INCURSIONS

Proposed motion: that the P&C fund excursions for up to \$10 per child p.a. and incursions up to \$5 per child p.a., as done in previous years. These will be approved on an application basis.

Moved by Fiona Faulkner, seconded by Denise Fernie and carried.

7 ANY OTHER BUSINESS

An enquiry was made as to whether it was possible to have a zebra crossing across Bunning road for those parents who park across from school. This would be a concern to raise with Main Roads.

Date of next ANNUAL GENERAL MEETING:

Monday 24th February 2020 at 9am in Library

Date of next GENERAL meeting:

Monday 18th March at 2pm in Library

Meeting closed at 10.20am

Minutes confirmed: _____

Date: _____