

# Springfield Central State School



## P&C ASSOCIATION 2015

### MANY HANDS – ONE VISION



No. in Attendance: 23	<i>President</i> <i>Rebecca Evans</i>	✓
DATE of MEETING: 17 March 2015	<i>Vice President</i> <i>Debbie Johnson</i>	✓
Meeting OPENED: 6.32pm	<i>Treasurer</i> <i>Michelle Johnson</i>	✓
Meeting CLOSED: 7.32pm	<i>Secretary</i> <i>Rebecca Beyer</i>	✓
MINUTE KEEPER: Stacey Thomasen	<i>Principal</i> <i>Angela Gooley</i>	✓
Invited GUESTS:		
APOLOGIES: Anita Parsons		

The minutes of the previous AGM Meeting held on March 18<sup>th</sup> 2014 were presented and read by those present.

**MOTION moved that the minutes be accepted as a true and correct record of the meeting.**

MOVED BY: Angela Gooley

SECONDED BY: Danielle Pitts

CARRIED by Consensus

### ***BUSINESS ARISING FROM THE PREVIOUS AGM MINUTES:***

Nil

### ***TREASURERS REPORT***

Written report presented by Michelle Johnson- as per attached documentation

**MOTION moved by treasurer that the Treasurer's report be adopted and the accounts be confirmed and the payments ratified.**

MOVED BY: Michelle Johnson

SECONDED BY: Michelle Kozlowski

CARRIED by Consensus

**MOTION moved by Michelle Johnson that the P&C Association's audited annual financial statement be adopted.**

**MOVED BY:** Michelle Johnson  
**SECONDED BY:** Nikki Anderson  
**CARRIED by Consensus**

**MOTION moved by Michelle Johnson that the P&C Association's planned annual budget be adopted.**

**MOVED BY:** Michelle Johnson  
**SECONDED BY:** Michelle Kozlowski  
**CARRIED by Consensus**

## **PRESIDENT'S REPORTS 2014**

Written report presented by Rebecca Evans- as per attached documentation

**MOTION moved by the president, Rebecca Evans that the president's report be adopted.**

**MOVED BY:** Rebecca Evans  
**SECONDED BY:** Shannon Finch  
**CARRIED by Consensus**

**All memberships now lapse, and new membership applications are to be completed and returned.**

**MOTION moved that all new memberships be accepted.**

**MOVED BY:** Angela Gooley  
**SECONDED BY:** Rebecca Evans  
**CARRIED by Consensus**

## **EXECUTIVE APPOINTMENT'S**

AGENDA ITEM	WHO	POINTS OF DISCUSSION
	<b>President</b>	NOMINEE: Rebecca Evans    Seconded by: Angela Gooley
ACTION REQUIRED		
<ul style="list-style-type: none"> <li>• Congratulations to Rebecca Evans</li> </ul>		

AGENDA ITEM	WHO	POINTS OF DISCUSSION
	<b>Vice President</b>	NOMINEE: Debbie Johnson    Seconded by: Angela Gooley
ACTION REQUIRED		
<ul style="list-style-type: none"> <li>• Congratulations to Debbie Johnson</li> </ul>		

AGENDA ITEM	WHO	POINTS OF DISCUSSION
	<b>Vice President</b>	NOMINEE: Rebecca Beyer    Seconded by: Angela Gooley
ACTION REQUIRED		
<ul style="list-style-type: none"> <li>• Congratulations to Rebecca Beyer</li> </ul>		

AGENDA ITEM	WHO	POINTS OF DISCUSSION
	<b>Treasurer</b>	NOMINEE: Michelle Johnson    Seconded by: Angela Gooley
ACTION REQUIRED		
<ul style="list-style-type: none"> <li>Congratulations to Michelle Johnson</li> </ul>		

AGENDA ITEM	WHO	POINTS OF DISCUSSION
	<b>Assistant Treasurer</b>	NO NOMINEE
ACTION REQUIRED		
No Action		

AGENDA ITEM	WHO	POINTS OF DISCUSSION
	<b>Vice Treasurer</b>	NO NOMINEE
ACTION REQUIRED		
<ul style="list-style-type: none"> <li>No Action</li> </ul>		

AGENDA ITEM	WHO	POINTS OF DISCUSSION
	<b>Secretary</b>	NOMINEE: Alice Ring    Seconded by: Angela Gooley
ACTION REQUIRED		
<ul style="list-style-type: none"> <li>Congratulations to Alice Ring</li> </ul>		

## APPOINTMENT OF ASSOCIATION'S AUDITOR

AGENDA ITEM	WHO	POINTS OF DISCUSSION
<b>Appointment of 2015 Financial Auditor</b>	<b>Treasurer</b>	<p><b>Angela Gooley moved the motion to nominate Springfield Accounts and Business Services as the financial auditor for the 2015 year.</b></p> <ul style="list-style-type: none"> <li>SABS is a local accounting firm that completes numerous local P&amp;C audits and is familiar with P&amp;C running's and requirements</li> <li>Nominate with confirmation at next meeting with further information provided to our members</li> </ul> <p><b>MOVED BY: Angela Gooley</b>  <b>SECONDED BY: Danielle Pitts</b>  <b>CARRIED by Consensus</b></p>
ACTION REQUIRED		
<ul style="list-style-type: none"> <li>P&amp;C executive to gather further information, specifically around hourly rate and assurance of no conflict of interest.</li> </ul>		

## GENERAL AGM BUSINESS

AGENDA ITEM	WHO	POINTS OF DISCUSSION
<b>Removal of P&amp;C Signatories</b>		<p><b>Angela Gooley moved the motion to remove:</b></p> <ul style="list-style-type: none"> <li>Michelle Kozlowski as signatories of the Springfield Central State School Parents and Citizens Association account held at the Heritage Building Society</li> </ul> <p><b>MOVED BY: Rebecca Evans</b>  <b>SECONDED BY: Debbie Johnson</b>  <b>CARRIED by Consensus</b></p>
<b>ACTION REQUIRED</b> <ul style="list-style-type: none"> <li></li> </ul>		

AGENDA ITEM	WHO	POINTS OF DISCUSSION
<b>Addition of P&amp;C Signatories</b>		<p><b>Angela Gooley moved the motion to add:</b></p> <ul style="list-style-type: none"> <li>Alice Ring as signatories of the Springfield Central State School Parents and Citizens Association account held at the Heritage Building Society</li> </ul> <p><b>MOVED BY: Rebecca Evans</b>  <b>SECONDED BY: Debbie Johnson</b>  <b>CARRIED by Consensus</b></p>
<ul style="list-style-type: none"> <li>Current executive will meet with new executive to coordinate changeover of signatories.</li> </ul>		

AGENDA ITEM	WHO	POINTS OF DISCUSSION
<b>Adoption of the Student Protection Risk Management Strategy</b>		<p>Student Protection Risk Management Strategy  This document has been compiled by the DETE and P&amp;C Qld to assist P&amp;C Associations to comply with the legislative requirements of the Commission for Children and Young People and Child Guardian Act 2000, the commission for Children and Young People and Child Guardian Regulation 2001, and the Commission for Children and Young People Amendment Regulation (No. 1) 2006. The Strategy outlines the requirements and expectations of volunteers and P&amp;C employees with regard to the protection of students from harm or the risk of harm as members of a State school community. Further information and the Strategy document and User's Guide are located on the P&amp;C Qld and DETE websites.</p> <p><b>Angela Gooley moved the motion to endorse the Student Risk Management Plan</b>  <b>MOVED BY: Angela Gooley</b>  <b>SECONDED BY: Rebecca Evans</b>  <b>CARRIED by Consensus</b></p>

AGENDA ITEM	WHO	POINTS OF DISCUSSION
Adoption of AIP and Annual Budget		<p><b>Angela Gooley moved the motion to endorse the 2015 AIP and Budget which will be presented in full at April P&amp;C General Meeting.</b></p> <p><b>MOVED BY:</b> Angela Gooley  <b>SECONDED BY:</b> Danielle Pitts  <b>CARRIED by Consensus</b></p>

AGENDA ITEM	WHO	POINTS OF DISCUSSION
Adoption of 2015 <a href="#">P&amp;C Constitution</a>		<p><b>Angela Gooley moved the motion to endorse the 2015 Constitution</b></p> <p><b>MOVED BY:</b> Angela Gooley  <b>SECONDED BY:</b> Rebecca Evans  <b>CARRIED by Consensus</b></p>

AGENDA ITEM	WHO	POINTS OF DISCUSSION
Adoption of Heritage Bank to continue as association banking institution		<p><b>Michelle Johnson moved the motion to adopt Heritage Bank to continue as association's banking institution</b></p> <p><b>MOVED BY:</b> Michelle Johnson  <b>SECONDED BY:</b> Debbie Johnson  <b>CARRIED by Consensus</b></p>

AGENDA ITEM	WHO	POINTS OF DISCUSSION
Affirming the appointment of the volunteer Canteen Convenor		<p>Canteen Convenor Recommendation- Amy Saunders</p> <p><b>MOTION moved that all Canteen Convenor recommendation be accepted and adopted.</b></p> <p><b>MOVED BY:</b> Rebecca Evans  <b>SECONDED BY:</b> Michelle Johnson  <b>CARRIED by Consensus</b></p>