No minutes were presented as no previous AGM has been held.

**TREASURERS REPORT**
Written report presented by treasurer – 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: Sarah Bliss
SECONDED BY: Kerry Smith
CARRIED by consensus

**PRESIDENT’S REPORT** -
Written report presented by President, Juliana Walterfang – as per attached documentation

MOTION moved by treasurer that the President’s report be adopted.
MOVED BY: Sarah Bliss
SECONDED BY: Danielle Pitts
CARRIED by consensus
GRANT COMMITTEE REPORT -
Written report presented by Sarah Bliss – as per attached documentation

MOTION moved by treasurer that the Grant Committee report be adopted and the accounts be confirmed and the payments ratified.
MOVED BY: Amanda Bland
SECONDED BY: Kerry Smith
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: Juliana Walterfang
CARRIED by consensus

Executive Appointments

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<tr>
<th>AGENDA ITEM</th>
<th>WHO</th>
<th>POINTS OF DISCUSSION</th>
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| President   |     | • Kerry Smith nominates Sarah Bliss  
|             |     | • Seconded by Juliana Walterfang  
|             |     | • Motion Carried by Consensus  |

ACTION REQUIRED
•

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| Vice President |     | • Juliana Walterfang nominates Terena Day  
|              |     | • Seconded by Amanda Bland  
|              |     | • Motion Carried by Consensus  
|              |     | • Danielle Pitts nominates Kerry Smith  
|              |     | • Seconded by Terena Day  
|              |     | • Motion carried by consensus  |

ACTION REQUIRED
•

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| Treasurer   |     | • Patricia Wills nominates herself  
|             |     | • Seconded by Kerry Smith  
|             |     | • Motion Carried by Consensus  |

ACTION REQUIRED
•

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| Assistant Treasurer |     | • Rachel Smith nominates herself  
|                |     | • Seconded by Kerry Smith  
|                |     | • Motion Carried by Consensus  |

ACTION REQUIRED
•
AGENDA ITEM | WHO | POINTS OF DISCUSSION
--- | --- | ---
Secretary | • Angela Gooley nominates Amanda Bland
• Seconded by Donna Howett
• Motion Carried by Consensus

ACTION REQUIRED
• .

**Confirmation of continuation of Canteen Sub-committee**
Written report presented by Terena Day – as per attached documentation

MOTION moved that the Canteen Committee recommendations and report be accepted and adopted.
MOVED BY: Terena Day
SECONDED BY: Juliana Walterfang
CARRIED by consensus

AGENDA ITEM | WHO | POINTS OF DISCUSSION
--- | --- | ---
Petty Cash | Terena Day | • Canteen requires a petty cash system to be set up

ACTION REQUIRED
• Terena moved that the petty cash fund be established to the value of $50.
• Seconded by Kerry Smith
• Motion carried by consensus

**General Business**

AGENDA ITEM | WHO | POINTS OF DISCUSSION
--- | --- | ---
Appointment of 2012 Financial Auditor | Treasurer | • Juliana Walterfang moved the motion to nominate TM Accounting Services to audit financial accounts for 2012
• Seconded by Kerry Smith
• Motion carried by consensus

ACTION REQUIRED
• .

AGENDA ITEM | WHO | POINTS OF DISCUSSION
--- | --- | ---
Removal of P&C Signatories |  | • Juliana Walterfang moved the motion to remove Juliana Walterfang (2011 President), Melissa Lawton (2011 Assistant Treasurer) and Donna Howett (2011 Correspondence Secretary) as signatories of the Springfield Central State School Parents & Citizens Association account held at the Heritage Building Society
• Seconded by Kerry Smith
• Motion carried by consensus

ACTION REQUIRED
• .

AGENDA ITEM | WHO | POINTS OF DISCUSSION
--- | --- | ---
Addition of P&C Signatories |  | • Danielle Pitts moved the motion to add Sarah Bliss (President), Kerry Smith (Vice President) and Patricia Wills (Treasurer) as signatories of the Springfield Central State School Parents & Citizens Association account held at the Heritage Building Society
• Seconded by Juliana Walterfang
• Motion carried by consensus

ACTION REQUIRED
• .
AGENDA ITEM | WHO | POINTS OF DISCUSSON
--- | --- | ---
Removal of P&C Canteen Signatory | Terena Day | • Moved the motion to remove Jodie as signatory of the Springfield Central State School Parents & Citizens Association Canteen account held at the Heritage Building Society
• Seconded by Amanda Bland
• Motion carried by consensus

ACTION REQUIRED

AGENDA ITEM | WHO | POINTS OF DISCUSSION
--- | --- | ---
Addition of P&C Canteen Signatories | Angela Gooley | • Moved the motion to add Amanda Bland as signatory of the Springfield Central State School Parents & Citizens Association Canteen account held at the Heritage Building Society
• Seconded by Juliana Walterfang
• Motion carried by consensus

ACTION REQUIRED

AGENDA ITEM | WHO | POINTS OF DISCUSSION
--- | --- | ---
Adoption of the Student Risk Management Strategy | Juliana Walterfang | • Moved the motion to endorse the Student Risk Management Plan
• Seconded by Kerry Smith
• Motion carried by consensus

ACTION REQUIRED

Next AGM

MOTION moved that the next AGM be held on Tuesday 19th February 2013 at 7:00pm.
MOVED BY: Rebecca King
SECONDED BY: Terena Day
CARRIED by consensus

NEW MATTERS ARISING FROM MEETING:


NEXT MEETING: Tuesday 19th February 2013