

Coorparoo Secondary College
Parents and Citizens Association – Annual General Meeting Minutes
Monday 24-Feb-2014 – Conference Room, 1st Floor, Administration Block

1. Meeting Opening and Welcome – 6:40pm

2. Attendees and Apologies

- **Present** - Margie Gamble (MG), Andrew Robinson (AR), Gavin Bryce (GB), Dan Farrelly (DF), Kerri Phillips-Smith (KP), Julie Marshall (JM), Margaret Cambridge (MC), Helen Lindert (HL), Richard Lindert (RL), Cr Helen Abrahams (HA), Linda Steuer (LS), Ian Kaye MP (IK), Niura Martinez (NM), Lynne Phillips (LP), Georgina Kinchin (GK), Joe Rizzo (JR), David Brook (DB)
- **Apologies** – Liz Saltwell, Terri Butler MP, Allison Tumini

3. Confirmation of AGM 2013 Minutes: 18-Mar-2013 Moved: AR Seconded: KP

4. Business Arising from Minutes

- Nil

5. Presidents Report (MG) Moved: MG Seconded: GK

- Discussed success last year to avert school merger with BSHS, and the significant effort involved. Thanks to all who fought to save the school.
- 50th Anniversary of CSC last year. Discussed this function and other fundraising.
- Discussed donations to the school from P&C and ASG. Thanks to Canteen staff.
- Particular thanks to Andrew Robinson for his willingness to stay on as Treasurer.

6. Receipt and adoption of the Association's audited annual financial statement and

Treasurer's report (AR) Moved: AR Seconded: MG

- Treasurer's Report tabled
- Audited financial statements - 2 copies tabled – signed copy to be submitted to Education QLD, 1 to be kept.
- Reduction in Canteen profitability due to lower sales and extra uniform costs brought forward to this calendar year. P&C contribution to school was about \$7600 and the ASG contribution was about \$2000.
- Fundraising was lower than it has been in the past.
- Need to investigate where the Petty Cash money is kept. There is a locked 'drawer' in the 'safe' that might contain these funds, but no one knows where the key is.

7. Applications for membership

- All memberships lapse
- Membership Forms Received – 18
- Move to accept: GB Seconded: MG Motion passed by Majority Vote

8. Election of Executive Office Bearers (GB)

Gavin Bryce thanked the current P&C Executive for their commitment to the school and declared the positions vacant. Elections were as follows:

- President : GEORGINA KINCHIN
nominated by: Margie Gamble seconded by: Kerri Phillips-Smith
Elected unopposed

- Vice President : DAVID BROOK
nominated by: Margie Gamble seconded by: Gavin Bryce
Elected unopposed
- Secretary : HELEN LINDERT
nominated by: Margie Gamble seconded by: Gavin Bryce
Elected unopposed
- Treasurer : DAN FARRELLY
nominated by: Julie Marshall seconded by: Kerri Phillips-Smith
Elected unopposed

Fundraising : Lynne Phillips, Linda Steuer, Kerri Phillips-Smith

9. Change bank signatories to the newly elected Officers

Move to accept: MG Seconded: LS Motion passed by Majority Vote

10. Confirmation Arts Support Group subcommittee Moved: GK Seconded: GB

- President: Kerri Phillips-Smith
- Vice President: Linda Steuer
- Treasurer: Lynne Phillips
- Secretary: Dan Williams
- Fundraising: Georgina Kinchin

11. Appointment of P&C Auditor for 2014 Moved: DB Seconded: LP

- Nominated Business and Taxation Advisers - 'Barr Group Pty Ltd' ABN 45078557472
- Same Auditor as last year. Audit Fee for 2013 is approximately \$2000
- The P&C will seek further quotes to compare fees and service, and the P&C reserves the right to change the Auditor by following the appropriate protocol.

12. Adopt Student Protection Risk Management Strategy Moved: GK Seconded: MG

- The P&C adopts this strategy and will investigate how we will implement the strategy in practice.

13. Adopt New 2014 P&C Model Constitution

- Move to accept: GK Seconded: MG Motion passed by Majority Vote

14. General Business

- Received thanks from Cr Helen Abrahams and Ian Kaye MP for the outgoing and incoming executive.

15. Next Annual General Meeting Monday 16-February-2015 6:30pm

16. Meeting Closed 7:35pm