Kiama High School Parents and Citizens Association

Saddleback Mountain Rd KIAMA 2533

ABN: 84 419 431 751

Minutes Annual General Meeting Date: 16/3/ 2014

Meeting opened 7:10pm in School library

1. President’s welcome and opening remarks
   Donna welcomes all
2. Apologies
   Janelye Richardson, Carrie Hall, Vicki Cook
3. Minutes of the previous meeting
   Motion to confirm the minutes from 2014 AGM meeting
   Moved Jane Warren
   Second Erica Stocker
   Motion Carried

4. Business arising from the minutes NIL
5. Members Fees
   Motion : Meeting Set Members Fees for 2015 at $1
   Moved: Erica Stocker
   Seconded Leisha Stuckey
   Motion Carried
   Members were made financial and Member Role taken at meeting

6. Selection of Auditors
   The current auditors, Numbers Count, were retained as the auditors for 2014
   Moved: Matt Swain
   Seconded: Jane Warren
   Motion Carried

7. Office Bearers’ Reports:
   a. President’s report – see attached. $41 012 contributed to school last year. Thanks to canteen staff and volunteers for their great work. Guest speakers included Elevate Education and Mitch Grove. Numbers sometimes low but parents and staff demonstrated P&C is important, thanks for your support. Special thanks to Libby Eggins who supports sending notes out to parents reminding of meetings.

   b. Treasurer’s report – see attached also.
Audited canteen 2014 accounts—healthy position. Income to P&C $30 063; Expenditure $883 inc insurance; Operational profit $29 180. No problems meeting funding obligations.

Still some superannuation needs to be organised. Also minutes approving audits of 2011, 2012 and 2013 audits have been accepted. (New requirements – noted in 2014 audit)

Motion to approve audit for 2011
Moved by Donna Flanagan
Second by Jane Warren
Carried

Motion to approve audit for 2012
Moved by Donna Flanagan
Second by Jane Warren
Carried

Motion to approve audit for 2013
Moved by Donna Flanagan
Second by Jane Warren
Carried

Motion to approve audit for 2014
Moved by Donna Flanagan
Second by Jane Warren
Carried

Bank Statements will be presented to each P&C meeting and signed by executive. Treasurer to sign bank statements and have ratified at meetings by executive.

Matt Swain will work with incoming treasurer to resolve all outstanding financial issues including superannuation.

In a position now where we can see what money is available to distribute for the following year. $41 000, available for 2015, of which $17 000 has been paid. Another $16 000 in requests have now been received. Leaves about $6000 remaining as funds available. (Operating surplus from last year available for distribution during the following year.)
8. Election of Office Bearers

Donna hands over chair to John Salmon- All positions were declared vacant and a call for nominations for each position as details below was made.

President: Nominations – Donna Flanagan

Moved: Erica Stockard
Seconded Michelle Springett
Motion Carried – elected unopposed

Vice President 1: Nominations - Carrie Hall (Chris received email saying she was happy to stand again)

Moved: Chris Ellevsen
Seconded: Jane Warren
Motion Carried elected unopposed

Vice President 2: Position Vacant
Nominations - Michelle Springett

Moved: Chris Ellevsen
Seconded: Donna Flanagan
Motion Carried elected unopposed

Secretary: Nominations - Chris Ellevsen

Moved: Jane Warren
Seconded: Donna Flanagan
Motion Carried elected unopposed

Treasurer: Nominations - Vicki Cook (Jenelle has text message saying from Vicki saying happy to stand)

Moved: Jenelle Simms
Seconded: Jane Warren
Motion Carried elected unopposed

Finance Committee Representative: Vicki Cook

Moved: Jennelle Simms
Seconded: Jane Warren
Motion Carried elected unopposed

Uniform Committee: Nominations Jane Warren, Erica Stocker

Moved: Donna Flanagan
Seconded: Leisha Stuckey
Motion Carried elected unopposed

Canteen: Geraldine Flowerdue, 2nd position – leave open until next meeting (check with Mary Lawler)

Moved: Donna Flanagan
Seconded: Chris Ellevsen
Motion Carried elected unopposed

Congratulations were offered to the successful office bearers.

9. Date of next meeting – second meeting of 2016 (Term 1)

10. Close 8:15