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| ANNUAL GENERAL MEETINGRockhampton North Special School P&C18.03.22 @ 10am | U:\TEMPLATES\Logo_NoTag_small_email sig.png |
| The order of business to be conducted at an annual general meeting of the Association must be undertaken in the following order. |
| Welcome to members and introduction of any special visitors | Meeting opened at 10:20am.In attendance: Myles Spreadborough, Trudy-Anne Horton, Ewan Filmer, Dehlia Dawson & Alana Hudson |
| Apologies | Andrew Daley |
| Confirmation of minutes of the previous annual general meeting | There are no previous annual general meeting minutes available. The 2021 AGM was very unorganised and no minutes available.Moved to use the “Special Meeting Minutes” 15.09.21 as the previous minutes, moved by Trudy-Anne Horton, seconded by Alana Hudson. The “Special Meeting Minutes” are endorsed as a true and correct record, moved by Myles Spreadborough and seconded by Ewan Filmer. |
| Business arising out of the minutes of the previous annual general meeting | P&C Facebook account has been disbanded. |
| Receipt and adoption of the Association’s audited annual financial statement and Treasurer’s report | Trudy-Anne Horton moved that the annual financial statement and Treasurer’s report be moved as a true and correct record, seconded by Alana Hudson. |
| Receipt and adoption of the President’s annual report | Myles Spreadborough moved that the President’s annual report be moved as a true and correct record, seconded by Alana Hudson. |
| Receive applications for membership (to include renewal of existing membership and new membership) | Member applications for: Kelly Mills, Christine Huet, Myles Spreadborough, Trudy-Anne Horton, Ewan Filmer & Alana Hudson. |
| Declare vacancies of existing Officer/Executive Committee | President, Vice President, Treasurer, Secretary step down from positions. |
| Election of Officers/Executive Committee  | Principal assumes the Chair and commences with the election of the President. President then continues with election of Vice President, Treasurer and Secretary.It is moved that Myles Spreadborough is elected as **President**, moved by Trudy-Anne Horton and seconded by Ewan Filmer.It is moved that Ewan Filmer is elected as **Vice** **President**, moved by Trudy-Anne Horton and seconded by Myles Spreadborough.It is moved that Trudy-Anne Horton is elected as **Treasurer**, moved by Myles Spreadborough and seconded by Dehlia Dawson.It is moved that Alana Hudson is elected as **Secretary**, moved by Trudy-Anne Horton and seconded by Myles Spreadborough. |
| Motion to change bank signatories to the newly elected Officers | Motion: to change signatories on the P&C Bank Account to Trudy-Anne Horton, Ewan Filmer and Myles Spreadborough, moved by Alana Hudson, seconded by Trudy-Anne Horton. |
| Confirmation of continuing subcommittees of the Association (including appointment of members of subcommittees) | Nil current subcommittees.Proposed that Andrew Daley lead Grant Writing and Fundraising. Myles to contact Andrew to enquire. |
| Appointment of the Association’s Auditor | Trudy-Anne Horton moved that the P&C uses DASS Accounting Auditor for 2022, seconded by Alana Hudson. |
| Adoption of the Student Protection Risk Management Strategy | The Student Protection Risk Management Strategy is adopted, moved by Myles Spreadborough, seconded by Trudy-Anne Horton. |
| Adoption of new model constitution (if any) | Moved that the constitution remains as it was, moved by Alana Hudson, seconded by Myles Spreadborough. |
| Honorary life membership awards (if any) | Ewan Filmer. |
| General business. | Asbestos Training.<https://learningplace.eq.edu.au/cx/resources/file/56c0967f-6923-4d7d-8557-b80548f624ed/1/index.html> School review.“Meet the Teacher Evening” – Ewan to have nomination forms and sell raffle tickets. Myles to order 10kgs of sausages & ice. Chopped onions, x10 bread and drinks to be ordered – Joseph and Elijah Davey to purchase with Alana’s card. P&C to reimburse Alana.Mother’s Day – gold coin donation for lucky door prize. P&C to fund small Mother’s Day morning tea. Dehlia to talk to coffee shop to see what they could cater to. Mother’s Day morning tea 29.04.22, at 10am.Moved to pay P&C Insurance payment. Moved by Trudy-Anne Horton and seconded by Alana Hudson.Meeting closed at: 12:30pm |

\*should the audit not be available the meeting cannot proceed and must be adjourned until such time as the audit is available for consideration by the members

Send Student Protection Risk Management Strategy to Dehlia.

Risk Management Plan – generic.

Sign on sheet for volunteers.

Twins to help with BBQ – Alana to ask.