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| **ANNUAL GENERAL MEETING** **Rockhampton North Special School P&C**  **26.05.22 @ 9am** | | 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 0910.  In attendance: Myles Spreadborough, Jaimi Morphett, Chris Heut, Nola Davey, Alana Hudson, Andrew Daley, Trudy-Anne Horton, Ewan Filmer, Chaplain Jayden Cherry and Samantha Wearne. | |
| Apologies | Apologies: Dehlia Dawson, Kelly Mills, Melinda Lawrence | |
| Confirmation of minutes of the previous annual general meeting | Moved that the 2022 AGM minutes are endorsed as a true and correct record, moved by **Alana Hudson** and seconded by **Trudy-Anne Horton**. | |
| Business arising out of the minutes of the previous annual general meeting | Nil. | |
| Receipt and adoption of the Association’s audited annual financial statement \* and Treasurer’s report (to include all relevant subcommittees’ audited financial statements) | **Trudy-Anne Horton** moved that the annual financial statement and Treasure’s report be moved as a true and correct record, seconded by **Jaimi Morphett.** | |
| 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) | Received member applications for: Melinda Lawrence, Andrew Daley, Trudy-Anne Horton, Jaimi Morphett, Myles Spreadborough, Christine Heut, Nola Davey. | |
| Declare vacancies of existing Officer/Executive Committee | President, Vice President, Treasurer and 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 Jaimi Morphett.  It is moved that **Jaimi Morphett** is elected as Vice President, moved by Nola Davey and seconded by Christine Heut.  The Treasurer position was passed in. Trudy-Anne Horton to act in the position until a new member is appointed.  The Secretary position was passed in. Alana Hudson to act in the position until a new member is appointed. | |
| Motion to change bank signatories to the newly elected Officers | Motion: to change signatories on the P&C Bank Account to **Trudy-Anne Horton**, **Jaimi Morphett** and **Myles Spreadborough**, moved by Alana Hudson and seconded by Trudy-Anne Horton. | |
| Confirmation of continuing subcommittees of the Association (including appointment of members of subcommittees) | Fundraising subcommittee member appointment: Christine Heut, Jaimi Morphett and Nola Davey. | |
| Appointment of the Association’s Auditor | **Myles Spreadborough** moved that the P&C uses *DASS Accounting Auditor* for 2023, seconded by **Christine Heut**. | |
| Adoption of the Student Protection Risk Management Strategy | The Student Protection Risk Management Strategy is adopted, moved by **Myles Spreadborough**, seconded by **Andrew Daley**. | |
| Adoption of new model constitution (if any) | Moved that the constitution remains as it was, moved by **Trudy-Anne Horton**, seconded by **Alana Hudson**. | |
| Honorary life membership awards (if any) | Myles Spreadborough | |
| General Business. | Annual Implementation Plan & Strategic Plan.  Undercover concrete play area:   * [Giant Plastic Chess Set](https://www.teaching.com.au/product/WS633301) - $437.47 MTA * [Giant Snakes & Ladders](https://www.teaching.com.au/product/WS633304) - $116.38 MTA * [Teal Outdoor Mat](https://www.teaching.com.au/product/BW13) - $115.45 MTA * [Foam-Filled Lounger](https://www.teaching.com.au/product/TFH746-G) - $252.95 each (x4) MTA * Total: $1,681.10   *Trudy-Anne Horton moves that the P&C donates $2,000 towards items for the undercover area, provided it is purchased from Modern Teaching Aides (MTA) and the P&C receives an invoice for the amount.*  School to gain quotes for items below. P&C to possibly donate the below:   * School logo marquee * Table covers with logo   Accountant and auditors fees to be paid. Moved by Trudy-Anne Horton and seconded by Jaimi Morphett.  P&C Insurance to be paid. Moved by Trudy-Anne Horton and seconded by Christine Heut.  Moved that the treasurer report is moved as an accurate and true record. Moved by Trudy-Anne Horton and seconded by Christine Heut.  The Student Protection training is signed and completed by members.  Chappy Jayden: fundraising events – communicate with Chappy as he would love to be involved.  Next Meeting: Wed 21.06.23 at 9am – Emily to make flyers to have a “change the day for P&C”.  Close at 10:15am. | |

\*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.