

ELLEN STIRLING PRIMARY SCHOOL P & C ASSOCIATION INC. Minutes of Annual General Meeting

Minutes

(Monday 12th February 2018)

Held: Ellen Stirling Primary School

Meeting Opened: 7:07p.m.

ATTENDANCE

(Principal) Dean Goldspink	Jenni Kimber	Jade Kendall
(Chairperson) Karly Farrand	Mikaela Miller	Julia Newman
Sharon Wallace	Emma Eaton	Leisa Wood
Jessica Barallon	Nicole Scully	Katie Vos
Kathreen Evitt	Jodie Richards	Helen Pickin
Koroma Mahuta	Danielle Kularatne	

APOLOGIES

Ian Thomson
Rob Howes

ITEMS

ACTION (NAMES)

1. Confirmation of Minutes of Previous Meeting That the minutes of the previous meeting of the Ellen Stirling Primary School P&C Association held on (Monday, 27 th November 2017) to be taken as read and confirmed as a true and accurate record. 1st: Dean Goldspink 2nd: Sharon Wallace	Karly Farrand
2. Business Arising from Previous Meeting 2.1 NIL	
3. Correspondence: 3.1 Correspondence in <ul style="list-style-type: none"> • NIL 	

<p>3.2 Correspondence out</p> <ul style="list-style-type: none"> • NIL 	
<p>4. Priority Business</p> <p>4.1 NIL</p>	
<p>5. President's Report</p> <p>The President's Report is attached to the minutes.</p> <p>Additional Notes</p> <p>5.1</p>	<p>Karly Farrand</p>
<p>6. Treasurer's Report</p> <p>The Treasurer's Report is attached to the minutes.</p> <p>Additional Notes</p> <p>6.1 Presentation and adoption of audited financial statements for the current year.</p> <p>Motion: That the audited financial statements for 2017 are adopted.</p> <p>Second: Sharon Wallace</p> <p>Vote, all in favour of the audited financial statement for 2017 are adopted.</p> <p>Passed.</p>	<p>Jessica Barallon</p>
<p>7. Canteen Committee's Report</p> <p>NIL</p> <p>Additional Notes</p> <p>7.1 First Canteen Committee Meeting for 2018 will be held in two weeks.</p>	<p>Karly Farrand</p>
<p>8. Fundraising Committee's Report</p> <p>The Fundraising Committee's Report is attached to the minutes.</p> <p>Additional Notes NIL</p>	<p>Mikaela Miller</p>
<p>9. School Board's Report</p> <p>NIL</p> <p>Additional Notes</p> <p>9.1 No further updates since last meeting. No School Board for 2018 at this stage.</p>	<p>Dr Dean Goldspink</p>
<p>10. Principal's Report</p> <p>The Principal's Report is attached to the Minutes.</p> <p>Additional Notes NIL</p>	<p>Dr Dean Goldspink</p>

11. Other BusinessDr Dean
Goldspink**11.1 Elections**

Office Bearer Elections chaired by Dr Dean Goldspink.

Office Bearer and Executive Committee positions declared vacant and call for nominations.

a) Call for nomination for position of PRESIDENT.

Nomination Received. **Second:** Sharon Wallace

Vote, all in favour of the nominated person becoming the President. Passed.

President: Karly Farrand

b) Call for nomination for position of VICE PRESIDENT.

Nomination Received. **Second:** Sharon Wallace

Vote, all in favour of the nominated person becoming the Vice President.

Passed.

Vice President: Koroma Mahuta

c) Call for nomination for position of HONORARY SECRETARY.

Nomination Received. **Second:** Karly Farrand

Vote, all in favour of the Nominated person becoming the Secretary. Passed

Honorary Secretary: Sharon Wallace

d) Call for nomination for position of HONORARY TREASURER

Nomination Received. **Second:** Karly Farrand

Vote, all in favour of the Nominated person becoming the Treasurer. Passed.

Honorary Treasurer: Jessica Barallon

11.2 EXECUTIVE COMMITTEE**a) Call for nominations for position of EXECUTIVE COMMITTEE MEMBERS**

(Minimum of 3)

Nominations received.

Vote, all those in favour of the nominated persons becoming the Executive Committee Members. Passed.

Executive Member: Katie Vos

Executive Member: Helen Pickin

Executive Member: Mikaela Miller

b) Bank Account Signatories

President: Karly Farrand

Vice President: Koroma Mahuta

Honorary Treasurer: Jessica Barallon

Honorary Secretary: Sharon Wallace

11.3 FUNDRAISING COMMITTEE

Motion: That a committee be formed to be known as the Ellen Stirling Primary School Parents & Citizens' Association Fundraising Committee.

Second: Jessica Barallon

a) Call for FUNDRAISING COMMITTEE MEMBERS:

Fundraising Committee Member: Karly Farrand

Fundraising Committee Member: Jessica Barallon

Fundraising Committee Member: Kathreen Evitt

Fundraising Committee Member: Julia Newman

b) Call for Nominations for the position of FUNDRAISING COMMITTEE CHAIR

Nomination Received. **Second:** Karly Farrand

Vote, all those in favour of the nominated person becoming the Fundraising Committee Chair. Passed

Fundraising Committee Chair: Sharon Wallace

11.4 CANTEEN COMMITTEE

Motion: That a committee be formed to be known as the Ellen Stirling Primary School Parents & Citizen's Association Canteen Committee.

Second: Jessica Barallon

a) Call for CANTEEN COMMITTEE MEMBERS (Max 10 members)

Canteen Committee Member: Helen Pickin

Canteen Committee Member: Danielle Kularatne

Canteen Committee Member: Jodie Richards

Canteen Committee Member: Leisa Wood

b) Call for nominations for the position of CANTEEN COMMITTEE CHAIR

No Nomination Received.

11.5 APPOINTMENTS**a) Call for the appointment of Honorary Auditor.**

Vote, all those in favour of the nominated person becoming the P&C Association Honorary Auditor: Passed

Honorary Auditor: Janet Coates

11.6 ELLEN STIRLING PRIMARY SCHOOL P&C ASSOCIATION CONSTITUTION**a) Carry over to next meeting****11.7 ELLEN STIRLING PRIMARY SCHOOL P&C ASSOCIATION TERMS OF REFERENCE****a) Carry over to next meeting**

Karly
Farrand

<p>11.7 ELLEN STIRLING SCHOOL P&C ASSOCIATION CANTEEN POLICY</p> <p>a) Carry over to next meeting</p>	
<p>12. Next Meeting</p> <p>The next General Meeting will be held: Monday 26th February 2018 at 7:00 p.m. At Ellen Stirling Primary School.</p>	
<p>Meeting Closed: 7:45 p.m.</p>	