ST BERNARDINE’S CATHOLIC SCHOOL

PARENTS & FRIENDS ASSOCATION

ANNUAL GENERAL MEETING

MINUTES OF MEETING

TUESDAY 10TH FEBRUARY 2015

**Attendees** –Stacey Davis, Lisa Downey, Darren Hutchinson, Isaac Naughton, Nick Gallan, Denita Castley, Simone Flanderka (APRE)

**Apologies** – Lauren Harrison

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Meeting opened at 7:15pm by Darren Hutchinson, President

**Prayer**

–

**Minutes from previous Annual General meeting be accepted as a true and accurate record**.

Moved:

Seconded: Lisa Downey

Result: Accepted

**Business arising from minutes**

* NIL

**Principal’s report**

* As per attached

**Councillor Correspondence**

Cherie Dalley – introduced herself to meeting. Divison 8 Councillor for Logan City Council and chairperson for Planning and Development Committee. .Cherie gave a quick summary of current activities within Division 8. Lisa enquired about the ‘No right turn sign’ at the car park entrance. Cherie advised that we can expect the sign to be lowered to make it easier to see as you come out of the carpark. Police have been in attendance, and will return to act on any infringements.

A reminder will be put in the newsletter on car park etiquette. Cherie noted that St Bernadine’s has a reputation of being one of the best managed car parks in the district, moving the 600+ children quickly and efficiently. We want to maintain the high standards.

An initiative was discussed whereby children are dropped off at a given distance away from the school and the children walk the distance from the group drop off with the commensurate benefits of reduced traffic in the immediate vicinity of the school and increased exercise for the children. This would require support from the parents to assist with the supervision of the children on the walk from the drop off point to the school.

**President’s Report –**

* Thanking member executives support over year. Lauren in the tuckshop; Annette in uniform shop and Lisa Downey for support in all events,
* P&F in general: No formal fundraising due to P&F Levy – more efficient and less stressful. Easier to track P&F Funds. Contribution of wages
  + Gardeners Wages – Wayne (Support to Groundsman). Great looking grounds and pride in school
  + School Disco
  + Graduation Suppoer
  + Pizza van for Christmas Concert
  + Sporting Sponsorship
  + Tuckshop/Uniform Shop Extensions
  + Farewell gifts
  + Mothers’ and Fathers’ day stalls
  + Interactive TV
  + Renewal Sunshine Classics Subscription
  + New ramp in the undercover area
  + Year 1 additional bag racks
  + Numeracy Support
  + Enhancements to IT – purchased ipads, and ipad minis throughout the year to support teachers

**Treasurer’s Report**

Presentation of the monthly treasury report for November, December and January.

Current bank balance – 30th November 2015 of $42, 441.81 + $9, 218.30 profit/loss = $51, 660.11

Current bank balance - 31st December 2015 of $51,660.11 - $3, 046.57 profit/loss = $48, 613.54.

Current bank balance – Beg. January 2016 of $48, 613.54 - $22, 252.03 profit/loss, $22, 719.54 Unpresenetd checks, $5, 686.79 Outstanding Deposits = Bank Balance as at 31st Jan $53, 832.82

Moved by: Lisa Downey

Voted: Majority yes

Result: carried

**Appointment of Auditor for the financial year**

Dennis Greathead – school auditor to continue with audit

To be engaged in February.

**Round of introductions of all attendees**

**Election of Executive Members**

* **President**

Nomination Darren Hutchison–

Nominated by Lisa–

Seconded by Julie Lawson-

**Declared President for 2015**

**Vice President**

Nomination: Isaac Naughton

Nominated by Darren

Seconded by Stephania

**Declared Vice-President for 2015**-

**Secretary**

Nomination: Julie Lawson

Nominated by: Nick

Seconded by: Lisa

**Declared Secretary for 2015**

**Treasurer**

Nomination Stacey Davis

Nominated by Darren

Seconded by Lisa

**Declared Treasurer for 2015**

**Executive Members**:

Nomination

Nominated by

Seconded by

Nomination

Nominated by

Seconded by

Nomination

Nominated by

Seconded by

**Additional Volunteer Executive Members**

Nomination

Nominated by

Seconded by

Nomination

Nominated by

Seconded by

Nomination

Nominated by

Seconded by

Nomination

Nominated by

Seconded by

With the election of the new president, all committee members are to be added as signatories to the Bendigo Bank Account. Authority to reflect current signatories and their profile needs to be linked to security token.

* Darren Hutchinson (President) – Darren to hold entire responsibility at this stage
* Julie Lawson (Secretary) to be done in the near future after I learn more about the p and f association.

**OUR NEXT ANNUAL GENERAL MEETING WILL BE ON TUESDAY 9TH FEBRUARY 2016**

**Correspondence**

**Inward**

**Outward**

**General business**

**Meeting Closed 7:49pm**

Signed:

Date: