 **Dapto High School P&C**

 PO Box 866, Dapto NSW 2530ABN: 15 785 930 662ACCNT No.06 2531 00900154 P&C, 06 2530 10233150 BLDG FUND

**ANNUAL GENERAL MEETING**

**20th MARCH 2018 @ HIVVE Self Sustaining Portable Classroom**

Meeting opened: 6.02 pm

Acknowledgement of Country read by: Traybee McLean

Attendance: Peter Smith, Nadeen & Stuart Greentree, Bec Coe, Sian Hulland, Alisha McLuckie, Darcy Moore, Justine Gilfillan, Traybee McLean, Simon Burns, Michelle Dick-McGuigan, Tina Hush, Sharon O’Callaghan, Daniel Inness, Sharon Worland, Norena Portelli, Nigel Dixon, Paula & John Priest

Apologies: Michelle Garcia, Andrew FitzSimons, Helen Pirangi, Tanya McCauley, Adam Gilfillan, Steve McLean, Michelle Whitehouse

Returning Officer: Daniel Inness

Scribe: Justine Gilfillan

Minutes from last AGM 140317 accepted? Moved: NG Seconded: SO’C

Business Arising/Amendments to previous AGM minutes: N/A

General Business: Copies of by-laws, constitution, code of conduct and GCD procedures distributed

* Introduction of Grievance, Complaints and Disputes procedures as referred to in Code of Conduct
* Updated policies and procedures as per P&C Federation guidelines reviewed
* By-laws, Code of Conduct and GCD procedures approved? Yes Moved: TH Seconded: MDM
* Propose increase to membership fee from $3.00 to $5.00 Moved: JG Seconded: RC

Presidents Report: see attached

Treasurer / Audit Report: see attached. Audit accepted Moved: PS Seconded: SO’C

Payment of $300 to Confidential Bookkeeping Services approved. Moved: NG Seconded: PS

Confidential Bookkeeping Services appointed auditor for 2018/19 audit. Moved: TM Seconded: SB

Audit 2018/19 – Treasurer and Auditor to meet beginning Term 3 to ensure records are on track. Auditor to provide written quote for audit.

Returning Officer thanks all outgoing office bearers and declares all positions vacant. Returning Officer then reads out written nominations received from absent members then calls for nominations from present members. Voting then follows.

**Outgoing Office Bearers 2017/2018**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Position** | **Nomination** | **By** | **Seconded** | **Outcome** |
| President | Traybee McLean | Simon Burns | Sue Zirogiannis | Accepted |
| Vice President | Helen Pirangi | Traybee McLean | Sharon O’Callaghan | Accepted |
| Vice President | Rebecca Coe | Traybee McLean | Nadeen Greentree  | Accepted |
| Treasurer | Tina Hush | Justine Gilfillan | Simon Burns | Accepted |
| Secretary | Justine Gilfillan | Sue Zirogiannis | Helen Pirangi | Accepted |

**Incoming Office Bearers 2018/2019**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Position** | **Nomination** | **By** | **Seconded** | **Outcome** |
| President | Traybee McLean | Michelle Garcia | Nadeen Greentree | Accepted |
| Vice President | Helen Pirangi | self | Sharon O’Callaghan | Accepted |
| Vice President | Sharon O’Callaghan | Tina Hush | Nadeen Greentree | Accepted |
| Treasurer |  |  |  | Vacant |
| Secretary | Justine Gilfillan | Michelle Garcia | Rebecca Coe | Accepted |

All office bearers must be financial.

Meeting closed: 6.48pm