Parents and Friends Annual General Meeting Minutes

Date: 23 February 2015

1. Opening Prayer – Christina Radcliffe-Smith

2. Welcome
In attendance: Christina Radcliffe-Smith, Tracey O’Sullivan, Chrissy Peters, Tamra Bentley, Veronica Lawson, Carolyn Hayes, Julie Redshaw, Rechelle Rogers, Tony Brose

Apologies: Fr Roger Burns

3. Minutes of Previous Annual General Meeting
   • Minutes of previous AGM (24 February 2014) were tabled as a true account of the meeting.

Business arising from previous minutes
   • There was no general business arising from the previous AGM.

4. President’s Report (attached)
   Summary:
   • Thank you.
   • Events held.
   • Donation to school.

5. Principal’s Report (attached)
   Summary:
   • February – school enrolment, staff for 2014, parent teacher meetings.
   • March – Fun + Fashion parade, prep precinct, IT proposal.
   • May – student absences, more support for students with disabilities.
   • June – external review, purchase 8 tents by P&F.
   • July – thanks to Goodna RSL Sub-Branch.
   • August – Catholic education week 2014, lapathon.
   • September – book week.
   • November – achievements against goals, thank you to P&F.

6. Treasurer’s Report (attached)
   Summary: Breakdown of income, expenses and profit for 2014.

7. **Proposed Updated Constitution**
   - The proposed amendment is to change the financial year in the Constitution from October - September to January - December
   - It was proposed that Clause 8.2 be amended to read "The financial year of the Association shall be from 1st January to 31st December".
   - The attendees voted in favour of adopting the updated Constitution.

8. **P&F Subcommittees’ Reports**
   - No reports.

9. **Election of Executive Committee for 2015**
   - President – Christina Radcliffe-Smith
   - Vice President – Julie Redshaw
   - Treasurer – Tamra Bentley
   - Secretary – Chrissy Peters

10. **Appointment of P&F Sub committees**
    - Events Sub committee – Tracey O’Sullivan and Rechelle Rogers
    - Fete Sub committee – Christina Radcliffe-Smith, Tamra Bentley, Chrissy Peters, Tracey O’Sullivan, Rechelle Rogers and Tony Brose
    - Facebook Co-ordinator – Rechelle Rogers

11. **Appointment of Auditor**
    - Leslie Ray, Accountants were appointed Auditors.

12. **Time/Day of Meetings**
    - Time to be changed to 6.30pm (check with Fr Roger first) – usually the last Monday of the month.
    - **Update**: 6.30pm is ok with Fr Roger

13. **Appointment of Delegates to the Diocesan P&F Council**
    - Christina Radcliffe-Smith was appointed as Delegate.

**AGM closed 7.35pm – followed by P & F Meeting – 23 February 2015**