

# Concord High School P & C association

ABN: 43 317 153 298

## Annual General Meeting Minutes - DRAFT

6.00pm, Tuesday, 17 November 2020

Concord High School Library

	Item	Lead
	<p><b>Present:</b></p> <p>Angela Smith (President), Kathryn Zerk (Vice President), Linda Dunkin (Vice President), Donna Hogan (Secretary), Victor Newby, Jennifer Moore, Natasha Moglin, Alison Massey, Kevin Hogan, Bob Allison</p>	
1.	<p><b>Welcome</b></p> <p>Angela welcomed everyone to the meeting.</p>	President
2.	<p><b>Apologies</b></p> <p>No apologies received</p>	President
3.	<p><b>Acceptance of Minutes</b></p> <p>Motion: That the minutes of the AGM 10 September 2019 be accepted</p> <p><b>Moved:</b> Linda</p> <p><b>Seconded:</b> Angela</p>	President
4.	<p><b>President's report</b></p> <p>Key points:</p> <ul style="list-style-type: none"><li>• Short year for the P&amp;C as we were impacted by Covid along with everyone else.</li><li>• Angela thanked those involved in the P&amp;C during the year including Donna, Linda, Kathryn and</li></ul>	President

	<p>Glen, along with Natasha Moglin who worked hard on grant applications.</p> <ul style="list-style-type: none"> <li>● Angela also extended her gratitude to Victor and him administration team for their help. She also acknowledged the wonderful client service that Mae continues to provide as Uniform Shop Manager. She gave special thanks to Bob Allison for all of his efforts as a parent volunteer during the year.</li> <li>● The current P&amp;C had achieved much over the past two years, including two comedy nights fundraising events. From these nights and the generous contributions of parents and community we were able to fund air conditioning for the school, the hall fan and refurbishment of a multi purpose learning space for the school. In addition, the uniform shop was transferred to the school along with a generous donation of stock. Through successful grant applications, new pathways, shade covering, seating and an International Womens Day event were made possible. The P&amp;C has also supported families in need with school uniforms, and financed the bully busting program at the school for year 7 students.</li> <li>● Glenn was thanked for the great job he had done as treasurer, along with Linda for her work in getting the uniform stock online.</li> <li>● Angela noted that as a first time member of the P&amp;C she had been challenged but found the role of President rewarding and fun. She has enjoyed being involved in the school community and commended parents and carers for their commitment, involvement, support and donations.</li> <li>● Angela thanked Victor and acknowledged his support and cooperative relationship with the P&amp;C.</li> </ul>	
5.	<p><b>Treasurer's Report:</b></p> <p>Glenn referred to the Profit and Loss statement noting that revenue had reduced this year as a consequence of</p>	

	<p>the handover of the P&amp;C uniform shop to the School. As noted by Angela, approximately \$95,000 of stock was gifted to the school on handover which has seen a consequential trading loss of \$66,000.</p> <p>There was a significant increase in donations and contributions from parents and carers which went from \$6,000 in 2019 to \$23,000 in 2020. In relation to the balance sheet, the P&amp;C finished the year with \$110,000 in the bank account. The financial statements were approved by the auditor, Michael Carmody, on 28 October 2020.</p> <p><b>Motion:</b></p> <p>To accept the Annual Report, including financial statements, and Independent Auditor’s Report as presented:</p> <p>Proposed: Moved</p> <p>Seconded: Donna</p> <p>Motion passed.</p>	
6.	<p><b>Positions declared vacant - Election of office holders</b></p> <p>The Chair handed over to Victor Newby as Returning Officer. All positions were declared vacant and nominations were announced, supported and accepted.</p> <p><b>President:</b> Kevin Hogan  Nominator: Linda Dunkin      Secunder: Kathryn Zerk</p> <p><b>Vice President:</b> Linda Dunkin  Nominator: Linda Dunkin Secunder: Kathryn Zerk</p> <p><b>Vice President:</b> Kathryn Zerk  Nominator: Kathryn Zerk Secunder: Linda Dunkin</p> <p><b>Treasurer:</b> Alison Massey  Nominator: Alison Massey      Secunder: Kathryn Zerk</p> <p><b>Secretary:</b> Jennifer Moore  Nominator: Kathryn Zerk Secunder: Linda Dunkin</p>	Principal

7.	<p><b>Appointment of Auditor</b></p> <p>Motion: That the P&amp;C appoint Jeff Horner as auditor for the 2020/21 financial year.</p> <p>Moved: Alison</p> <p>Seconded: Kathryn</p> <p>Motion passed</p>	
8.	<p><b>Appointment of sub-committee Co-ordinators:</b></p> <p>Motion: That the following people be appointed to the Grants and Fundraising Committees:</p> <p>Grants: Natasha Moglin</p> <p>Moved:Linda</p> <p>Seconded:Kathryn</p> <p>Fundraising: Jennifer Moore</p> <p>Moved: Alison</p> <p>Seconded: Angela</p>	
9.	<p><b>Meeting closed 6.43</b></p>	