

Amaroo School P&C Association

Annual General Meeting

Minutes Summary

Monday, 20 March 2023

Amaroo School, Katherine Street, Amaroo

Open: 7.10pm **Closed:** 8:05pm



Meeting Minutes

1. Welcome (Chair)

The Chair opened the meeting at 7:10pm and thanked everyone for attending.

2. Confirmation of 2022 AGM minutes

The minutes of the 20 March 2022 Annual General Meeting were approved as an accurate record of that meeting.

3. Reports

President's Annual Report

7.15pm

Nadia presented the President's report for 2022 (attached). The P&C thanked Nadia for her work for the P&C over the past eight years.

Treasurer's Report including Financial Statements and Auditor's Report

7.25pm

The 2022 audited financial statements were presented and the Treasurer noted that the P&C had a profit of \$4,051.31 for the year ended 31 December 2022. The Audited Financial Statements were accepted by the meeting.

The P&C's cash at bank as at 20 March 2023 was \$52,964. The P&C holds five bank accounts with the following balances as at 20 March 2023:

Account	Amount	Account	Amount
P&C	\$5,921	Uniform	\$13,125
Canteen	\$25,559	Tax/Super	\$6,412
Preschool	\$1,947		

It was agreed that the preschool account should be consolidated into the P&C account.

Action: Treasurer to arrange consolidation of accounts.

4. Appointment of auditor

7.35pm

Falcon Accounting Pty Ltd was appointed as the auditor for the financial year 2023.

5. Election of Returning Officer

7:40pm

All office bearers stepped down. Cindie Deeker was appointed Returning Officer for the following elections.

6. Election of office bearers and members of subcommittees

7:45pm

Cindie request nominations for the following positions. All nominations received unanimous approval.

Elected Office Bearers:

President: Emma Harley

Vice President: Cristina Holman

Secretary: Stephanie Parry

Treasurer: Katrina Stathis

Public Officer: Katrina Stathis

Ordinary members: Emma Gilmour, Tegan Arnold, Bec Newton

P&C Council members: Emma Gilmour, Tegan Arnold and Cristina Holman

The P&C noted Emma's declaration that she works in the canteen. As President, Emma will:

- sign a disclosure of member interests; (Completed)
- not approve her own timesheets or own wage/super or PAYG payments from the canteen bank account;
- not have access to the canteen bank account; and
- will excuse herself from voting at P&C meetings on matters affecting the canteen.

Other Roles:

Preschool Representatives: Bec Newton

Canteen Chair: Nadia Swanepoel

7. Other business will be covered at the General Meeting to follow the AGM.

The President closed the AGM at 8:05pm.