

**CONCORD HIGH SCHOOL P & C ASSOCIATION
ANNUAL GENERAL MEETING - 3 MAY 2016**

Meeting Opened: 8.55 pm
Attendance: as per attendance book
Apologies: Leanne Bland, Helen Yellowlees, Deb Helmrich, Effie Milos, Mae
Quorum: Yes
Previous Minutes: Passed as true and correct. Accepted: Rae Seconded: Terry
Business arising from previous minutes: Nil

Presidents Report: Thank you to all of the P & C members, those who come to meetings, the executive, volunteers. It's been a fantastic year. Some special thanks - in particular, Violet our treasurer – has done outstanding job from September, has been ill - thank you to Cathy for standing in. Thanks to both of them. Violet will be standing down. Thanks to Julie, she has been a great support, transitioning new members from primary to high school.

It has been a big year of transition and change, farewelled Kym from Uniform Shop, the committee went through the recruiting process and selected Mae. She has been well received. Formed Uniform Shop Sub-committee, thank you to them, fantastic in terms of getting Mae on board, a lot of volunteers helped out during the summer.

The P & C became more involved in Year 7 welcome, we held a morning tea on Madness Day. Also held Trivia Night last year. Organised World Teachers Day morning tea for staff. Been working on getting the website updated and getting minutes on website. Huge thanks to all involved. As a P & C for 2016 we need to complete the audit, have a fiscal plan in place and finish off the procedures that need to be in place for treasury.

We are working on some social events to help parents in staying connected, meeting other parents. P & C is all about the kids, supporting the school and staff, staying connected. Huge thanks for support.

Rae Lawrence expressed thanks to Emma for her work as president.

Uniform Shop Report: No report - will be tabled at next meeting.

Treasurer's Report – None presented. Books are presently being audited and those present agreed to accept the Auditor's Report be tabled at the June meeting.

P & C documents offered for approval:

Constitution – standard document / Suggested By-laws / Code of Conduct – standard document / Grievance and Complaints and Disputes Procedures – standard document

Motion: that Constitution and other documents, with changes as discussed, be accepted

Accepted: Rae Lawrence **Seconded:** Meggy Sin - carried

All positions declared vacant and chair handed over to Principal, Jacqueline Koob

President: Nominated: Emma Wakefield Accepted: Rae Lawrence Seconded: Julie Rush - carried

Vice President:

Nominated: Rae Lawrence Accepted: Cathy Scanlon Seconded: Julie Rush - carried

Nominated: Steve – declined

Nominated: Terry Moore Accepted: Lesley Caldwell Seconded: Meggy Sin - carried

Secretary: Nominated: Cathy Scanlon Accepted: Terry Moore Seconded: Rae Lawrence - carried

Treasurer: (2 positions)

Decision to create two Treasurer positions: 1 for Uniform Shop and 1 for P & C accounts

Nominated: Steve – declined

No other nominations received. Cathy and Violet have said they will continue till the next meeting and get audit finalised.

Uniform Shop Sub-Committee - Lesley Caldwell, Cathy Scanlon, Pamela, Cathy Murfatt, Rada (Treasurer will be added when found)

Fundraising Social Committee – Emma Wakefield, Terry Moore, Rae Lawrence, Jo, Pamela

Meeting closed: 9.38pm