

MINUTES OF LANE COVE WEST P& C ANNUAL GENERAL MEETING

Held Monday 06 Dec 2010 at 8.00pm in the library

1. **Chair:** Meeting declared open at pm by D Strassberg
Present: D Strassberg, D Hayhoe, D Garske, F Vaccher, G Evans, J Modesto, J Corlett, J Levett, J Doherty, K Paterson, K Schliebs, K Nash, L Schivella, E Darton, L Franck, L Danger, L Lusby, L Wells, R Bonwick, P Brown, R Chady
Apologies L Evans, S Ellery-Plunkett, M Gardiner, B Neal, J Lucarelli, Jeff Tually, Eliza Hall

2. **Receipt and Adoption of the Minutes of the Previous Annual General Meeting held on 07 December 2009**

The minutes of the last P&C meeting were tabled.

Motion: That the minutes for P&C meeting held 07 December 2009 be accepted.

Proposed: L Wells

Seconded: R Bonwick

Motion Carried.

3. **Matters arising from the minutes**
Nil.

4. **Presentation of Annual Reports**

- 4.1 **Treasurer**

- 4.1.1 **Presentation of Accounts**

2009 and 2010 accounts to be audited once 2010 books are closed.

Treasury Report Tabled.

- 4.1.2 **Presentation and Acceptance of 2011 budget**

Budget tabled. Main points detailed as follows:

- Even though we have had a couple of fantastic years with fundraising, a conservative budget is proposed just in case we are unable to continue with this level of fundraising
- School will be \$110,000 based on approx 475 students

Motion: That the LCWP&C budget for 2011 be accepted.

Proposed: R Bonwick

Seconded: D Hayhoe

Motion Carried.

Motion: That the School Contribution payment for 2010 of \$110,000 be accepted and released to the school as detailed in 2011 budget.

Proposed: L Shivella

Seconded: L Wells

Motion Carried.

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4.1.3 School Voluntary Contribution fee

Motion: That the school voluntary contribution fee remain at \$180 for the first child, \$160 for the second child and \$140 for every other child.

Proposed: G Evans

Seconded: L Wells

Motion Carried.

4.1.4 P&C 2010 Membership fee

Motion: That the LCWP&C annual membership fee remain at \$1.

Proposed: G Evans

Seconded: L Wells

Motion Carried.

4.2 Band

Report Tabled in General Meeting.

4.3 Canteen

Report Tabled in General Meeting.

4.4 Clothing shop

Refer Minutes of General Meeting.

4.5 OOSH

Refer Minutes of General Meeting.

4.6 Fundraising

Refer Minutes of General Meeting.

5. New Members for 2011

L Lusby, K Nash, L Franck, E Darton, L Danger, L Schivella, R Chady, D Garske, E Hall, R Bonwick, K Schliebs, J Modesto, F Vaccher, G Evans, J Corlett, D Hayhoe, K Paterson, L Wells, D Strassberg, J Levett, J Doherty

6. Motions of which Notice has been given

Motion: Approval of constitution changes previously circulated and listed below:

Proposed: L Wells

Seconded: D Garske

Motion Carried.

Added note to Rule 2e

Note: The Clothing Shop (also known as the Uniform Shop) Coordinator Volunteer Role was replaced by an entity-funded contract Uniform Shop Coordinator reporting to the Executive via a Uniform Shop Liaison/Vice President role at 1 January 2011.

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Added to Rule 7e “The holders from time to time of the following offices are authorised to become signatories of the Association:”

- (vii) Contract staff of sub-entities whereby approved by the President and Treasurer

Changed note to Rule 7h “From 2011, the Association and its Sub-entities will operate the following accounts:...”

- (v) a debit/credit card for the sole purpose of paying monthly on-line subscriptions where credit/debit card is the only method of payment available

Changed note to Rule 7i

NOTE: As at 6 December 2010, the Association and its Sub-entities operated their books of account through the Quickbooks electronic system. During 2010 MYOB was donated to the P&C and the books will be maintained in either Quickbooks or MYOB depending on sub-entity requirements. The Executive Committee has required that the books of account of all Sub-Entities be electronically accessible by the Treasurer and Assistant Treasurer.

Motion: To add the Assistant Treasurer as a signatory to accounts in the constitution under Rule 7e(iv) so it reads Treasurer and Assistant Treasurer

Proposed: D Hayhoe

Seconded: D Garske

Motion Carried.

7. Election of Office Bearers for 2010

Daniel thanked everyone for a great year and passed his thanks onto the previous Exec committee who set us up for such a great year.

The chair was passed to Judy Doherty.

Judy thanked the P&C for all their had work throughout the year. All positions were declared vacant and nominations for 2011 were requested.

1.1 Executive Committee Members

1.1.1 President

Nomination: Daniel Strassberg

Proposed: L Wells

Seconded: G Evans

Motion Carried.

Chair was handed to Daniel Strassberg for the remainder of the meeting.

1.1.2 Vice President – Fundraising Overview Role

Nomination: Doug Garske

Proposed: L Schivella

Seconded: R Bonwick

Motion Carried.

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1.1.3 Vice President – Uniform Shop Liaison

Nomination: Jo Lucarelli
Proposed: R Bonwick
Seconded: L Franck
Motion Carried.

1.1.4 Secretary

Nomination: Janelle Levett
Proposed: K Schliebs
Seconded: D Hayhoe
Motion Carried.

1.1.5 Treasurer

Nomination: Katie Schliebs
Proposed: R Bonwick
Seconded: L Franck
Motion Carried.

1.1.6 Assistant Treasurer

Nomination: Reza Chady
Proposed: K Schliebs
Seconded: R Bonwick
Motion Carried.

1.1.7 Band Coordinator

Nomination: Katrina Nash
Proposed: D Garske
Seconded: L Wells
Motion Carried.

1.1.8 Canteen Coordinator

Nomination: Susanna Ellery-Plunkett
Proposed: L Wells
Seconded: R Bonwick
Motion Carried.

1.1.9 Communications/Website Coordinator

Nomination: David Hayhoe
Proposed: K Nash
Seconded: L Franck
Motion Carried.

1.1.10 Major Event Organiser - Trivia

Nomination: Anne Cooper
Proposed: K Schliebs
Seconded: R Bonwick
Motion Carried.

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1.1.11 Major Event Organiser – Halloween

Nomination: Robina Bonwick
Proposed: L Wells
Seconded: L Danger
Motion Carried.

1.2 Non-Executive Positions to be filled

1.1.1 Maintenance Coordinator

Nomination: Gareth Evans
Proposed: K Nash
Seconded: L Franck
Motion Carried.

1.1.2 Chess Club Coordinator

Nomination: Delphine Davies
Proposed: K Nash
Seconded: L Franck
Motion Carried.

1.1.3 Banking Coordinator

Nomination: Delphine Davies
Proposed: K Schliebs
Seconded: D Hayhoe
Motion Carried.

1.1.4 Scholastic Book Club Coordinator

Nomination: Jane Corlett
Proposed: D Garske
Seconded: L Lusby
Motion Carried.

1.1.5 Lapathon Coordinator

Nomination: Lavinia Schivella
Proposed: R Bonwick
Seconded: L Franck
Motion Carried.

1.1.6 Halloween Raffle Coordinator

Nomination: Lavinia Schivella
Proposed: R Bonwick
Seconded: D Hayhoe
Motion Carried.

1.1.7 Father's Day Breakfast Coordinator

Nomination: Corinne Madden
Proposed: K Schliebs
Seconded: L Wells
Motion Carried.

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1.3 Additional Bank Account signatories for the following sub-entities

1.1.1 Band

Nominations: Katie Schliebs, Daniel Strassberg, Katrina Nash,
Nicole Bresnahan, Rachel Beauchamp,
Carmel Martorana, Robina Bonwick

Proposed: D Hayhoe

Seconded: L Schlivella

Motion Carried.

1.1.2 Canteen

Nominations: Katie Schliebs, Daniel Strassberg,
Annabelle McArdle, Robina Bonwick,
Susanna, Ellery-Plunkett

Proposed: K Nash

Seconded: J Corlett

Motion Carried.

1.1.3 Clothing shop

Nominations: Katie Schliebs, Daniel Strassberg, Jo Lucarelli,
Sarah Burrows, Robina Bonwick, L Darton

Proposed: D Hayhoe

Seconded: K Nash

Motion Carried.

1.1.4 Add the Assistant Treasurer to all the accounts

Nominations: Reza Chady for signatory on all accounts

Proposed: K Schliebs

Seconded: L Franck

Motion Carried.

8. General business

A vote of thanks was made by Daniel Strassberg on behalf of the P&C to Lori Franck as our retiring VP who has setup the P&C website from scratch and has submitted countless grants on behalf of the P&C

New Oval

Recently there has been a change in strategy in how we fund our commitment to the school. In previous years we would make a commitment to contribute a certain amount to the school and then raise funds to match that commitment.

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In the last couple of years we have tried to have the funds for the following years commitment to the school in reserve before we spend on any other project.

We currently have \$270,000 funds in reserve with \$110,000 going to the school in 2011, \$125,000 set aside for our 2012 commitment and have \$35,000 free to be spent on major projects.

If we pay \$82,000 for the new Oval Refurbishment we will be taking \$47,000 from our 2012 commitment which will mean there will be no more funds for projects until we have raised the \$47,000 shortfall. This shortfall is anticipated to be made in Term 1 from the voluntary contributions and the Trivia Night.

A motion will be sent out to all members for approval of the new oval via e-mail in the next week.

D Strassberg declared the meeting closed at pm

Minutes taken by Janelle Levett

----- (President) ----/--/-- (date)