



**AGM Minutes of the Meeting of  
Gowrie State School Parents and Citizens Association  
Held in the Community Hub,  
On Tuesday March 12th 2024 at 7pm**

**Chair:** Sarah Smith

**Opened:** 7.10pm

**Attendance:** Crystal Collins, Mandy Norton-McNeill, Agnes Roma-Frigole, Marc Guitart Garcia, Casey Earixson, Katie Winton, Amy Evans, Kim Clapham, Leonard Knight, Julian White, Scott Lill

**Apologies:** Carla Kiely, Anthony Hopkinson, Kasai Hopkinson

**Guests:** Rachael Apps, Emma Iseppi, Shanae-Lee Pratt

1. **Welcome and Apologies**
2. **MINUTES OF THE AGM MEETING 14th February 2023**

*Motion: That the Minutes of the Meeting of February 14th 2023 be confirmed as a true and correct record of the meeting held.*

Moved: Casey Earixson

Seconded: Amy Evans

Carried

3. **Business Arising from the 2023 AGM Minutes**
4. **Receipt and Adoption of Audited Financial Statements/Treasurer's report**

*Motion: That the Treasurer's report and Audited annual financial statement be accepted as a true and accurate summary of the financial year.*

Moved: Leonard Knight

Seconded: Amy Evans

Carried

5. **Receipt and adoption of the President's Report**  
President's report will be included in the school newsletter.

*Motion: That the President's report be accepted as tabled.*

Moved: Mandy Norton-McNeill

Seconded: Crystal Collins

Carried

6. **Applications for Membership**

*Motion: That the membership applications be received and accepted.*

Moved: Crystal Collins

Seconded: Amy Evans

Carried

7. **Declare vacancies of existing Officer/Executive Committee**  
All positions are declared vacant and open

8. **Election of Officers/Executive Committee**

POSITION	NOMINATION	MOVED BY	
<b>Executive Members</b>			
President	Sarah Smith	Casey Earixson	ELECTED
Vice President	VACANT		

Treasurer	Leonard Knight	Mandy Norton-McNeill	ELECTED
Secretary	VACANT		

#### Sub Committee / Working Group Members

Tuckshop Convenor	Julian White	Scott Lill	ELECTED
Uniform Shop	Kim Clapham	Crystal Collins	ELECTED

### 9. Motion to change bank signatories to newly elected officers

**Motion:** That the newly appointed executive members be given access to the bank accounts for Gowrie State School P&C Association as well as the Outside School Hours division of Gowrie State School with two signatures required for all transactions.

Moved: Casey Earixson

Seconded: Crystal Collins

**Carried**

BSB	ACCOUNT No.	ACCOUNT NAME
064-433	0092 6667	P&C Working Account
064-446	1037 8649	P&C Tuckshop Visa Debit Account
064-446	1001 8600	OSHC Working Account
064-446	1039 9212	OSHC Visa Debit Account

**Motion:** That the P&C working account and the OSHC working account continue to be linked to the Commbiz platform and accept policy with no changes according to the Electronic Funds Transfer Payment System Policy implemented in 2021.

Moved: Julian White

Seconded: Leonard Knight

**Carried**

### 10. Confirmation of continuing subcommittees of the Association

**Motion:** That the Tuckshop and Uniform school continue to be adopted within the whole P&C committee and not a sub-committee.

Moved: Scott Lill

Seconded: Julian White

**Carried**

### 11. Appointment of the Association's Auditor

Quotes from two local auditors are currently being sourced and any change to the Auditor will be made at a Special Meeting. It is agreed that we tentatively continue with the current auditor.

**Motion:** That the Association's Auditor be appointed as Jamieson Webb.

Moved: Leonard Knight

Seconded: Crystal Collins

**Carried**

### 12. Adoption of the Student Protection Risk Management Strategy

**Motion:** That the Student Protection Risk Management Strategy provided by P&C Queensland be adopted as tabled.

Moved: Crystal Collins

Seconded: Casey Earixson

**Carried**

**13. Adoption of the new model constitution (if any)**

There is no new model constitution to adopt

**14. Honorary life membership awards (if any)**

**15. General Business**

CLOSE: 7.26pm

**CONFIRMATION OF MINUTES**

**President**

**Treasurer**



**Date:** 13-3-2024

**Date:** \_\_\_\_\_