



**Dee Why School Parents and Citizen Association
AGM Minutes
Term 1 - 21st March 2018**

President's welcome and opening remarks

Cass Davidson-Haynes

I would like to start by welcoming you and thanking you all for giving your time to your children's school. I am very proud to have been President of the P&C during this transformative period. We've had an interesting time.

I would like to acknowledge the effort of the 2017 P&C who kept the Canteen running after the Canteen Manager with very little notice, employed Kathie, covered several large tax and super bills, with special thanks to Robyn for ensuring that the P&C moves forward with the correct financial advice, putting our P&C businesses, currently turning over \$100 000 per year, on a good financial setting, with appropriate business systems in place for the P&C to move forward and grow.

We're a growing school and have made some fundamental changes to the P&C this year to help prepare for the future, for example moving to evening meetings so that all parents at the school can be involved, and splitting the discos into two age groups. We've upgraded our systems to take the P&C businesses from 'hobby' businesses to legally appropriate businesses, we are now registered for Super and Tax withholding. We have new staff, our part-time Canteen Manager who is also doing a wonderful job adding more healthy options to our Canteen menu, and our part-time Uniform Shop manager who is doing an equally wonderful job running a very well organised Uniform Shop. We've had another successful fully-stocked Best Start using the Uniform Shop's new computer system rather than writing out receipts by hand. The P&C is using online banking rather than chasing cheques and we've welcomed Albert our EFTPOS machine rather than working as cash-only businesses. Flexischools has been added as an option for the Uniform Shop and continued to grow as a convenience for our school community at the Canteen, and the Canteen has an oven. It has been a privilege to work with both of you.

On the social side we've organised a meeting for Anxious Children, introduced the sausage sizzle and the Parents' Nibbles at the disco to make an easy social event for parents on school grounds, had a Movie Night, and run a very successful Carnivale Raffle.

Evening meetings have lead to a rise and then drop, and then rise in attendees as the daytime P&C melted away and new evening parents gently picked up the reins. We need to continue building these numbers to continue our services at our school, Canteen, Uniform Shop and entertainment including discos, Mother's and Father's Day at the school.

I am delighted to have been able to have been part of the P&C these last 4 years and to have moved our P&C businesses into 2017, or at least out of the Dark Ages, and towards a bright new future in 2018 where a new P&C Executive Team can continue our legacy.

Treasurer's report

Cass has paid all bills to 20th March 2018 to give the new P&C Execs time to get added as signatories to all the P&C accounts. After these payments there is still \$19 246.54 in the combined accounts which is enough to keep the businesses running.

Our P&C accounts for 2017 are currently with the auditor, Ray Cassar of Optic Electric (Troy Townsend's firm). Once the audit has been completed it will be presented to the P&C by the new Treasurer.

Attendees

Cass Davidson-Haynes, Kathie Palamara, Kim Whitehead, Amanda Adams, Olga Pokhilko, Bec Focken, Troy Townsend, Rachel Applewhite, Heather Cervantes Wendy Bourne, Sergio Saenz, Rachael Jackson

Apologies

Ben Beard, Wendy Aitken, Jason Kioko, Jill Starr, Elaine Timmer

All current P&C Executives have resigned their posts and are to be removed as Bank signatories, these are Cass Davidson-Haynes, Robyn Fuge and Ben Beard.

President Troy Townsend to be signed in as a bank signatory, voted on, accepted unanimously.

Kathie Palamara to remain as a bank signatory, votes on, accepted unanimously.

Minutes of 2017 AGM



**Dee Why Public School P&C Association
Annual General Meeting
01/03/2017**

Welcome and Attendance

Robyn Fuge, Lalage Phillips, Jill Starr, Katja Rom, Ben Beard, Cass Davidson-Haynes, Angela Crowe, Jac Rajcany, Cathie Mill, Helena Schill, Amanda Adams, Nidendra Dhaubhadel, Mark Chaffer

Attendance Book signed and Dated - Please advise if your details have changed

Apologies

Confirmation of previous Meeting Minutes

Election of P&C Roles:-

President: Cass Davidson- Haynes

Nom: Ben, 2nd Robyn

Vice President: Natasha Sutton

Nom: Cass, Tash

Secretary: Ben Beard

Nom: Cass, 2nd Cathie

Treasurer: Robyn Fuge

Nom: Cass, 2nd Tash

Uniform Shop: To be discussed

Fundraising: To be discussed

Meeting Closed: thanks

2017 AGM minutes voted to be accepted, voted unanimously

Election of Office Bearers

President

Troy Townsend nominated by Kathie Palamara seconded by Wendy Bourne voted unanimously

2 X Vice President

Treasurer

Left open for nomination

Secretary

Left open for nomination

Fundraising sub-committee

Rachael Jackson nominated by Cass and seconded by Kathie, voted unanimously

Wendy Bourne, Heather Cervantes and Rachael Applewhite to help

Canteen sub-committee

Rachel Applewhite self nominated

Uniform sub-committee

No current subcommittee but Heather is happy to volunteer at the Uniform Shop once a week

Annual membership fee

\$1

Voted unanimously. Fees can be paid at the next meeting

Meeting closed 8.19pm