

Annual General Meeting
Coomera Springs State School P&C Association
Held in the Resource Centre on Wednesday, 12th March 2014 at 6pm

Present: Keli Pitchford (President), Martine Gill (Principal), Jean Newall (BSM), Taylor Haley (Deputy Principal), Sheryle Croft (Deputy Principal), Elissa Wentworth (Vice President), Rebecca Glover, Vanessa Ashworth, Pamela Wilkins, Mark Boothman, Andi Leach, Natalie Cullen, Catherine Holbrook, Maxine Cowey, Lisa Corcoran, Theresa Grima

Apologies: Helen Davids

Meeting opened at: 6.04pm by the current President, Keli Pitchford

Confirmation of minutes of the previous Annual General Meeting:

It was moved that the **Minutes of the Meeting dated 13th March 2013** were accepted as correct and accurate.

Moved: Pamela Wilkins
Seconded: Theresa Grima
All in Favour: Motion Carried

Business arising from the minutes

None

Receipt and adoption of the Association's audited annual financial statement and Treasurer's report (to include all financial sub-committee's audited financial statements): Report attached

It was moved that the Treasurer's report and Audit report be accepted and endorsed.

Moved: Elissa Wentworth
Seconded: Natalie Cullen
All in favour: Motion Carried

Receipt and adoption of the President's Annual Report:

Report tabled by Keli Pitchford

President Yearly Report 2013

Wow another 12 months have been and gone. What an exciting and fun filled year it has been for the P & C. We have had lots of ups and downs, trying times and fun times this year.

Our school has now grown to over 800 children and we welcome all of the families to our school, community and the P & C.

In 2013 the P & C have donated \$24,000.00 to our wonderful school. This has enabled the school to produce a brilliant and successful musical spectacular, also our online learning programs such as mathletics, Razkids and intrepica. It also went to funding of all of the extensive extra curricula programs we have and lastly we paid for 50% of the stage we have in the hall.

This year's fundraising events were very successful. We had our usual Mothers Day Stall, Fathers Day stall and Christmas Stall which all brought in more than \$2000.00 in profit each. Our discos are always a fun and great night for the children to let their hair down and interact with their teachers and Principal. We had a Read-a-thon this year which was highly successful, raising more than \$5000.00. We had some great prizes for the students who raised the most money, one which was a family weekend at Sea World Nara Resort. I have spoken to the family who won this and they had a fabulous time and even got to swim with the dolphins.

I would like to take this time to say a huge 'THANK YOU' to all of the people who have volunteered during the year, without you we would not have been able to any of this. So Thanks again.

The P & C brought us a net total profit of \$77,771.00. This is made up of our fundraising efforts, Uniform Shop and Tuckshop profits.

Our Uniform Shop has been going from strength to strength this year. Very busy and very productive. So, a huge congratulations to the Uniform Shop Convenors and all volunteers over the past year. Thank you for your hard work.

The Tuckshop has gotten busier and busier during 2013. It has been a very successful year. Thank you to all of our employees and volunteers. You are doing a fantastic job and keep up the good work. Our Tuckshop Managing Convenor, Vanessa Ashworth has taken on a bit more responsibility this year and exceeded all our expectations in the role. Well done Vanessa.

Flexischools is getting a lot more popular with more orders this year than the previous year. Flexischools not only provide our families to order tuckshop and Uniforms but we have also utilised them for fundraising events, so Flexischools is proving to be the way of the future for our school.

This year we have had two people volunteer as the P & C Secretary. Rebecca Glover and Pamela Wilkins. They have both done exceptionally well in the role. Thank you ladies for making sure the school is up to date with P & C information, Documenting and distribution of the minutes of P & C meetings and organising our mail. Well done.

The role of the Treasurer this year has been quite an ordeal, but we managed quite well. All suppliers and wages were paid on time so all's well that ends well.

Now I get to the Vice President, Elissa Wentworth. I could not have got through this year without this lady. Elissa has been my combat in arms, my sounding board, my courage, my rock. I really believe we have been on this journey together. At the start of the year we were both newly appointed in our positions and together we learned a lot. We have had many coffees/meetings to organise fundraising events etc.... We have had many successes this year and it will be sad to break up this great partnership. I can truly say I have made a great friend and hope we have lots of adventures next year. Thank you Elissa.

A big thank you to our school for your support and I believe we have had a great year and achieved all of our goals that we set out to do at the beginning of the year. So thank you to Martine Gill, Donna Gosling, Taylor Haley and the administration.

Lastly, a huge thank you to all those who continue to volunteer in our school and provide support, assistance and man hours to the P & C. We couldn't continue without their help.

Thank you

Keli Pitchford
P & C President

It was moved that the President's report be accepted and endorsed.

Moved:	Keli Pitchford
Seconded:	Theresa Grima
All in favour:	Motion Carried

Sub Committee Reports:

Tuckshop (tabled by Vanessa Ashworth)

Last year was a good year with a couple well received sushi special days and a week long special meal deal week with reduced prices on certain items by suppliers as a thank you by them , this week was very well supported.

Income for the year was \$90,969 with gross profit on trading being \$52,776 wages and super came in at a \$36,997 with a total profit for the year being \$15,779.

We still work hard at keeping our menu in line with the healthy choices scheme which is in place in every state school in qld.

Flexischools is still going well with a few new names popping up on it.

A big thank you to all our grade 7 helpers from last year they did a great job, and also to our few volunteers we had in.

Also a big thank you to Keli and Elissa for making me feel more part of the P&C this year.

Uniform Shop (tabled by Natalie Cullen)

I came into the uniform shop in term 3, 2013 at the end of changing over suppliers. We had a few teething problems with Mr Charles. Primarily with the pattern making on their end and matching our school colours. We eventually started receiving orders in November and had a very busy end of year.

Flexischools orders came in a very steady stream right up until the last day of trading for 2013.

We had a surprising profit of \$40,111 which is absolutely amazing! A very successful year. Last but definitely not least, a big thank all our valuable volunteers, things wouldn't run as smoothly if the parents of our school didn't give up their time to help us. And of course, to the school and P&C for their continuous support.

Fundraising (tabled by Elissa Wentworth)

The past twelve months have been a very busy and successful time for fundraising in our P&C. The role of Fundraising Co-ordinator was held for several months by Sue McKeough and after Sue stepped down, the role was shared by the Executive Committee members.

The fundraising events held included the Cookie Dough drive, Mother's Day, Father's Day and Christmas Stalls, Discos in terms one, two and three, Read-a-thon, Election Day sausage sizzle and the kiosk at the musical.

We continue to run activities which are a success each year and popular with our school community, and also try new events each year. The Read-a-thon was a surprisingly huge success in 2013 so we will continue to run with this. In 2014 we are holding our first ever car boot sale, and will decide whether to include this as regular event based on its success.

As a result of these activities, we raised over \$21,000. We were very pleased to be able to donate \$20,000 of this to the school again, for use in a variety of important areas.

The funds raised also paid for the school banner to be used at public events, hosting our inaugural Community Movie Night and also contributed toward the purchase of the stage for the hall.

Moneys raised by the P&C also continue to be used to assist families in need in our school community.

The activities organised could not be a success without the commitment of our committee members, volunteers and teaching staff. Thank you kindly to everyone who has contributed their time and efforts, it is a result of this effort that we are able to contribute so much to our school community, of which we should be very proud.

It was moved that all Sub-Committee reports be accepted and endorsed:

Moved: Elissa Wentworth
Seconded: Rebecca Glover
All in Favour: Motion Carried

ALL MEMBERSHIPS LAPSE;

Applications for membership (to include renewals):

Applications handed out.

Received from:

Election of officers:

President: **Natalie Cullen**
Nominated by: Elissa Wentworth
Seconded: Keli Pitchford
Accept: Vote approved

Vice President: **Elissa Wentworth**
Nominated by: Keli Pitchford
Seconded: Rebecca Glover
Accepted: Vote approved

Treasurer: **Catherine Holbrook**
Nominated by: Natalie Cullen
Seconded: Elissa Wentworth
Accepted: Vote approved

Secretary: **Pamela Wilkins**
Nominated by: Keli Pitchford
Seconded: Rebecca Glover
Accepted: Vote approved

Confirmation of continuing sub-committees of the Association (including appointment of members of sub-committees):

Tuckshop
Convenor: Vanessa Ashworth
Nominated by: Paid position
Seconded by: N/A
Accept: Vote approved

Uniform **No Nominations**
Convenor:
Nominated by:
Seconded by:
Accepted:

Fundraising **No Nominations**
Convenor:

Nominated by:
Seconded by:
Accepted:

Advertising

No Nominations

Convenor:
Nominated by:
Seconded:
Accepted:

Grants Applications

No Nominations

Convenor:
Nominated:
Seconded:
Accepted:

Appointment of the Association's Auditor:

It was moved that Paul D. Teefey be appointed as Auditor for the next 12 months:

Moved: Keli Pitchford
Seconded: Elissa Wentworth
All in favour: Motion Carried

Presentation of the Student Protection Risk Management Strategy (updated) and completion of the Annual checklist: (attached)

It was moved that it be recorded and confirmed that the Student Protection Risk Management Strategy is a revised copy with no changes.

Moved: Martiine Gill
Seconded: Natalie Cullen
All in Favour: Motion Carried

General business:

The following dates were tabled as proposed meeting dates for 2014:

- 12th February
- 12th March
- 14th May
- 11th June
- 13th August
- 10th September
- 12th November

It was moved that the P&C sponsors the use of Volunteers in all School activities:

Moved: Keli Pitchford
Seconded: Theresa Grima
All in Favour: Motion Carried

It was moved that all dates tabled at the meeting for proposed meetings be approved:

Moved: Martine Gill
Seconded: Rebecca Glover
All in Favour: Motion Carried

Executive has the approval to spend up to \$3000

Moved: Martine Gill
Seconded: Vanessa Ashworth
All in Favour: Motion Carried

Meeting closed at: 6.33pm

These Minutes are endorsed as a true and accurate record.

Signature: _____

Date: _____

Name: _____

Position: _____