



Beaumont Road Public School Parents & Citizens' Association Incorporated

P&C Special General Meeting – APPROVED GM 24.02.2016
School Staff Room
Mon 14th December, 7:30:pm to 9:00pm

In attendance	Annelise Woo-Ruiz (AWR) Carey Francis (CF) Emma Bromley (EB) David Coad (DC) Geeta Sully (GS)	Guy Winslow (GW) Kari Berg (KB) Linda Hutton (LH) Malcolm McDonald (MM) Meredith Holt (MH)	Nadia Barclay (NB) Nicholas Walker-Levy (NWL) Shane Chenery (SC)
Apologies	Helen Hogben (HH) Rowena Twyma (RT)		

Item #	Description
1.	<p>President's opening & welcome</p> <ul style="list-style-type: none"> • Executive has called this SGM (constitution para 27) to seek authorisation on expenditure for two projects • CF explained normal rules apply, as set out in our constitution, for a Special General Meeting <ul style="list-style-type: none"> ○ Quorum of 5 members required and met for this meeting ○ Only transacting business specified in the notice given – i.e. the agenda and supporting papers (para 28.3). ○ Not minutes of previous meeting, previous action items or any other business. ○ Assume that members have read the notice of meeting and have considered the motions before this meeting
2.	<p>Expenditure allocation for information.</p> <ul style="list-style-type: none"> • SC took the attendees through the 2015 expenditure allocation. • SC outlined some high level proposals on how the Executive thinks the funds can be used including operational reserves that we need in place. • Handed back over to discuss the motions for this special meeting.



Item #	Description
3.	<p>Motions on Notice</p> <p>a) That BRPS P&C Association authorises expenditure to improve the ventilation in the assembly hall</p> <ul style="list-style-type: none"> • NWL proposed the motion that the P&C fund the \$32,725 in hall ventilation costs. AWR seconded it • Quote was discussed. Our Building Committee made up of parents who are architects and engineers have had the quote checked for reasonableness and endorsed it. • Voted 8 in favour and 2 against <p><u>Decision:</u> That P&C fund the Hall Ventilation for \$32,725.</p> <p><u>Action:</u> CF to communicate and handover to the Building Committee and also request that the Lead Time in completing this piece of work is reasonable (quote says 6 weeks).</p> <p>b) That BRPS P&C Association authorises expenditure to refurbish the canteen so that we meet our employer obligations to staff and our obligations as a canteen operator to our students</p> <ul style="list-style-type: none"> • MH proposed the motion that P&C fund up to \$50,000 to refurbish the School Canteen. GW seconded it • 3 quotes have been commissioned. It would be cheaper for us to do this ourselves to save on project management costs. Once approved, MH can talk to MM re the floor plan and also identify parents who can help manage the project • Unanimously voted in favour <p><u>Decision:</u> That P&C will fund up to \$50,000 for Canteen refurbishment costs.</p> <p><u>Action:</u> MH and MM to discuss and agree the refurbishment plans.</p> <p><u>Action:</u> MH to progress and project manage the Canteen refurbishment.</p> <p><u>Action:</u> CF and MM to discuss and agree the Uniform Shop location.</p>
10.	CLOSE: Meeting Closed 9:00pm

For your diary:

P&C AGM – Wed 7:30pm 24th February (Week 5 of Term 1 in 2016)