



Beaumont Road Public School Parents & Citizens' Association Incorporated

Minutes of the P&C 2017 AGM – *PROVISIONAL for approval at AGM 2018*
School Staff Room
Wednesday 1st March 2017, 7:45pm to 8:47pm

| In attendance | Carey Francis (CF) Emma Bromley (EB) Kari Berg (KB) Linda Hutton (LH) Malcolm McDonald (MM) Nicholas Walker-Levy (NWL) Stuart Driver (SD) Elle Turchini (ET) Amy Mak (AM) David Coad (DC) | Carol Sweeney (CS) Stephen Leonard (SL) Susan Mills (SM) Jo Ford (JF) Angharad Hampshire (AH) Jodie Stumbles (JS) Helen Hogben (HH) Geeta Sully (GS) Mai Li Jiang (MLJ) Carrie Chen (CC) Kelvin Lu (KL) |
|---------------|---|---|
| Apologies | Meredith Holt (MH) Jennifer Mew-Sum (JM) Nicola Drinkwater (ND) Simon Holt (SH) | Maya Gomez (MG) Annelise Woo Ruiz (AWR) Rowena Twyman (RT) |
| Item | Title | |
| 1. | President's opening & welcome <ul style="list-style-type: none"> • New members welcomed: Jo Ford; Jodie Stumbles; Angharad Hampshire; Amy Mak and Jane Coad. New members are eligible to vote at the next meeting. • Apologies as above. • 19 renewing members for 2017. • CF declared a conflict of interest as President of the P and C and the current ethics co-ordinator at BRPS. If a conversation re: ethics eventuates CF would step down from the chair for that part of the meeting. • No other conflicts of interest declared. | |
| 2. | Approval of Minutes <ul style="list-style-type: none"> • The minutes of the AGM held 24 Feb 2016 approved as distributed. | |
| 3. | Business arising <ul style="list-style-type: none"> • Nothing to report. | |



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| 4. | <p>President's report</p> <ul style="list-style-type: none"> • CF spoke to report – see President's report for the 2017 Annual General Meeting 1 March 2017. • Motion to approve report: <ul style="list-style-type: none"> ○ HH proposed ○ GS seconded ○ Majority in favour ○ Resolved: Motion carried. |
| 5. | <p>Agenda Item 7 – Election of 2017 Management Committee moved forward.</p> <ul style="list-style-type: none"> • MM thanked outgoing committee. • MM read nominations and declared the following elected to the open Executive positions: <ul style="list-style-type: none"> ○ President – Carey Francis ○ Vice President – Nicholas Walker Levy ○ Vice President – Vacant ○ Treasurer – Vacant ○ Assistant Treasurer – Vacant ○ Secretary – Vacant ○ Non-executive – Meredith Holt ○ Non-executive – Stephen Leonard ○ Non-executive Linda Hutton |
| 6. | <p>Treasurer's report</p> <ul style="list-style-type: none"> • KB spoke to report – see Annual Treasurer's Report March 2017. • KB estimated time required for the role of Treasurer as 15 minutes/fortnight for payroll, 30 minutes/week on invoices and then writing of Treasurer's report and ATO filing extra. • Motion to approve report <ul style="list-style-type: none"> ○ GS proposed ○ EB seconded ○ Majority in favour ○ One abstention |
| 7. | <p>2017 Plans</p> <ul style="list-style-type: none"> • CF tabled draft AOP and financial forecast. • CF talked through the structure of the AOP and recommended everyone take the time to read it. The 2017 Executive will review the draft and table it at the Term 2 General Meeting. |
| 8. | <p>Motions on Notice</p> |
| 8a. | <p>That Kari Berg, Carey Francis, Mai Li Jiang, Meredith Holt and Hans Thomsen are removed as authorised signatories on the Association's bank accounts (cheque, online savings and Building Fund) with the Bendigo Bank, Lindfield branch.</p> <ul style="list-style-type: none"> ○ EB proposed ○ NWL seconded ○ Majority in favour ○ Resolved: Motion carried. |



8b. That the members elected to the posts of President, Vice President, Treasurer and Assistant Treasurer on the 2017 BRPS P&C Management Committee are authorised signatories under paragraph 39 of the constitution of BRPS P&C Association to be signatories with Internet Banking access and bulk payment access to a limit of \$10,000 (in words – ten thousand dollars) on the Association’s bank accounts (cheque, online savings and Building Fund) with the Bendigo Bank, Lindfield branch, effective 1 March 2017.

- SD proposed
- EB seconded
- Majority in favour
- Resolved: Motion carried.

The effect of motions 8a and 8b is that:

- Kari Berg, Mai Li Jiang, Meredith Holt and Hans Thomsen are no longer signatories on the P&C’s bank accounts. They will be removed from the P&C bank accounts and their access to internet banking and bulk payment will be deregistered.
- Carey Francis remains a signatory on the P&C’s bank account with access to internet banking and bulk payment to a financial limit of \$10,000.
- Nicholas Walker-Levy will be added as a signatory on the P&C’s bank account with access to internet banking and bulk payment to a limit of \$10,000.
- Note that the posts of Treasurer and Assistant Treasurer were vacant after the 2017 AGM. Members elected to these vacant posts at a future meeting are authorised signatories under motion 8b.
- Kari Berg and Mai Li Jiang have Security Tokens. These tokens will be passed over to the Treasurer and Assistant Treasurer when elected.

| Name | Customer number / Ledger number | Financial signatory for 2017 | Financial limit | Internet banking access | Bulk payment access |
|----------------------|---------------------------------|------------------------------|-----------------|-------------------------|---------------------|
| Carey Francis | 30635593/x101 | Yes | \$10,000 | Yes | Yes |
| Nicholas Walker-Levy | 30635593/x102 | Yes | \$10,000 | Yes | Yes |
| Kari Berg | 30639757/x101 | No | n/a | No | No |
| Mai Li Jiang | | No | n/a | No | No |
| Meredith Holt | | No | n/a | No | No |
| Hans Thomsen | | No | n/a | No | No |

Table 1 – the results of motions 8a and 8b

8c. To appoint the incoming Secretary as the registered Public Officer.

- SD proposed
- GS seconded
- Majority in favour
- Resolved: Motion carried.

8d. To appoint the incoming President Carey Francis and Non-executive director Stephen Leonard of the 2017 P&C Management Committee as our delegates to the North Sydney District Council of P&Cs.

- NWL proposed
- SD seconded
- Majority in favour
- Resolved: Motion carried.

Meeting closed at 8:47pm.