Parents and Friends Annual General Meeting

Wednesday, 4th December 2013

Meeting commenced: 8.23pm

Attendees

**Parents and Friends:** Angela Cassidy, Caterina Thompson, Toni McGinnis, Joanne Brooks, Melissa Dance, Briar Ayliffe, Wendy Nielsen, Bec Sward, Lucy Gayler, Katrina Cooper, Wendy Palmer and Jane Steele

Staff: Elaine Doran, Brendan Gill, Carol Reynolds and Jacqui Freeman

Apologies

Joe Sandric, Debbie Wills, Veronica Palmer, Danielle Milic, and Caroline Jager

Angela Cassidy declared all positions now open and handed the meeting over to Elaine Doran for the nomination and election of a new committee for 2014.

**Confirmation of Previous AGM Minutes**

- 12th December 2012 Meeting Minutes were not provided to the Meeting.

**Election of Executive Committee for 2014**

Elaine called for nominations for each position as outlined below:

**President**

Angela Cassidy was nominated by Wendy Palmer and Seconded by Bec Sward. Angela Cassidy accepts.

No other nominations received.

*Elaine declares Angela Cassidy has been elected President for 2014.*

**Vice-President**

Debbie Wills nominated by Joanne Brooks and seconded by Melissa Dance. Debbie has advised acceptance before the meeting as unable to attend.

Caterina Thompson nominates and is seconded by Briar Ayliffe.

No other Nominations received.

Following a vote of all members in attendance – *Elaine declares Debbie Wills has been elected Vice President for 2014.*

**Secretary**

Joanne Brooks is nominated by Angela Cassidy and seconded by Melissa Dance. Joanne Brooks Accepts.

No other nominations received.

*Elaine declares Joanne Brooks has been elected Secretary for 2014.*

**Treasurer**

Toni McGinnis is nominated by Briar Ayliffe and seconded by Bec Sward. Toni McGinnis accepts.

No other nominations received.

*Elaine declares Toni McGinnis has been elected Treasurer for 2014.*

Election of Co-ordinator Positions

Fair Co-ordinator

Sausage Sizzle Co-ordinator
Angela nominated and Wendy Nielsen seconded the following applicants:
Kingston Campus: Tanya Griggs
Huntingfield Campus: Lisa Keen

Easter Raffle and Bun Drive
Jane Steele is nominated by Angela Cassidy and seconded by Caterina Thompson. Jane Accepts
Elaine declares Jane Steele Easter Raffle and Bun Drive Co-ordinator for 2014.

Entertainment Books
Melissa Dance is nominated by Angela Cassidy and seconded by Bec Sward. Melissa Accepts
Elaine declares Melissa Dance Entertainment Book Co-ordinator for 2014.

Mid-Year Fundraiser
No applications received. P&F Executive Committee to advertise role at commencement of the 2014 school year.

Mother’s/Father’s Day Stalls
Angela Cassidy and Lesa Ratcliffe nominated by Melissa Dance and seconded by Bec Sward. Angela and Lesa Accept.
Elaine declares Angela Cassidy and Lesa Radcliffe Mother’s/Father’s Day Stall Co-ordinator for 2014.

P&F Newsletter Co-ordinator
Caroline Jager is nominated by Angela Cassidy and seconded by Jane Steel. Caroline has indicated acceptance.

Catering Coordinator
Bec Sward nominated and Mel Dance Seconded.
Elaine declares Bec Sward Catering Co-ordinator for 2014.

Grade Representatives

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<thead>
<tr>
<th>Grade</th>
<th>Representative</th>
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<tbody>
<tr>
<td>Kinder</td>
<td>Vacant. Angela to follow up possible representative.</td>
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<tr>
<td>Prep</td>
<td>Caroline Jager</td>
</tr>
<tr>
<td>Grade 1</td>
<td>Melissa Dance</td>
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<tr>
<td>Grade 2</td>
<td>Katerina Thompson</td>
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<td>Grade 3</td>
<td>Tanya Griggs</td>
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<td>Grade 4</td>
<td>Cate Harding</td>
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<td>Grade 5</td>
<td>Vacant.</td>
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<td>Grade 6</td>
<td>Dan Milic</td>
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<td>Grade 7</td>
<td>Katrina Cooper</td>
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<td>Grade 8</td>
<td>Wendy Nielsen</td>
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<td>Grade 9 &amp; 10</td>
<td>Wendy Nielsen</td>
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Next AGM Meeting 3rd December 2014 - 7pm
Meeting concluded: 8.40pm

Minutes

Prepared by: Joanne Brooks