

GOOSEBERRY HILL PRIMARY SCHOOL
PARENTS AND CITIZENS ASSOCIATION INC



AGM Meeting Minutes –26/03/2025

Meeting Location: *GHPS admin building*

Meeting commenced: *6:30pm*

Open and Apologies

Attendance Danielle Buckett (DB), Asher Trenorden (AT), Lara Govers (LG), Jade Johnston (JJ), Kellee Kingston (KK), Ceanne England (CE), Pearl Livesy (PL), Amy Glendining (AG), Sherise O’Dea (SO), Tahnee McAlpine (TM), Annie Renwick (AR), Gemma Scroop (GS), Brad Saracik (BS) Anthony Bennett (AB) Luke Butcher (LB) Laura Tesija (LT) Abigail Stone (AS) Eleanor Tobe (ET)

Apologies: Lisa Logan (LL), Ross Gallagher (RG), Michelle O’Connor (MO) Helen Steuart (HS,) Tracy Park (TP) Adam Van Staden (AV) Michelle Renten (MR,) Stephanie Healey (SH)

Acknowledgement of Country

1. Reports

1.1. Principal (LG)

1.2. President (DB)

- As per report.

1.3. Treasurer (AG)

- As per report

1.4. Canteen (CE)

- As per report

1.5. Fundraising (SOD)

- No Report

2.. Election of Office Bearers for 2025

Principal declares all office bearers’ positions for the P&C vacant and calls for nominations: AT has moved a motion that LG hold the position of returning officer for ballot of positions. KK seconded.

1. President

- Danielle Buckett self nominates.
- SO seconds.
 - No other nominations.
- Declare Danielle Buckett elected President unopposed.
- LG returned control to Danielle.

2. Vice-President

- Kellee Kingston self nominates.

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- CE seconds.
- No other nominations
- Kellee Kingston elected vice president unopposed.

3. Secretary

- Jade Johnston self nominates.
- LB seconds
 - No other nominations
- Jade Johnston elected secretary unopposed.

4. Treasurer

- Amy Glendining self nominates.
- CE seconds
 - No other nominations
- Amy Glendining elected Treasurer unopposed.

3. Election of Committees for 2025

- DB called for nominations for a Canteen coordinator- Ceanne England nominated by KK, seconded DB. Elected unopposed.
- DB called for nominations for a Fundraising Coordinator- Sherise O’Dea self nominates, Seconded KK. Elected unopposed.
- Danielle Buckett called for nominations for Communications Coordinator. Pearly Livesy self nominates, Seconded AT. Elected unopposed.
- Danielle Buckett called for nominations for Grants Coordinator. No nominations at this time. To be revisited. GS offers to support but cannot nominate due to conflict of interest.
- Danielle Buckett called for nominations for Volunteer and Parent Rep Coordinator. Laura Tesija and Abigail Stone self nominate. Discussion regarding shared roles for junior and senior school. LT nominated for junior school. CE seconded. Elected unopposed. AS self nominated for senior school. KK seconded. Elected unopposed.
- Danielle Buckett called for nominations for the Fundraising subcommittee:
Sherise O’Dea, Pearl Livesy, Abigail Stone, Gemma Scroop, Danielle Buckett, Laura Tesija, Kellee Kingston, Ceanne England, Anthony Bennett all volunteered. ▫

84 General Business

8.1: Adoption of Fundraising Sub-Committee Terms of Reference

Motion - *The terms of reference for committees to be accepted for the 2025 year. Passed by majority*

Accepted: DB

Seconded SO

8.2: Appointment of signatories on P&C accounts

Motion: *To appoint Danielle Buckett (Complete), Kellee Kingston (12.05.1981), Amy Glendining (Complete), Jade Johnston (10.11.1989), Ceanne England (Complete), Sherise O’Dea (26.11.1986) as signatories to Bank Account. - Passed by majority*

Accepted AT

Seconded AS.

8.3: Contingency and emergency spending

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Motion: *The President and Treasurer together, have delegated authority to spend up to \$200 per event on unforeseen expenses with a motion to retrospectively approve expenditure to be moved at the next General meeting - Passed by majority*

Accepted: DB

Seconded: KK

8.4: Contingency and emergency spending

Motion: *The Executive Committee have delegated authority to spend up to \$1000 on unforeseen expenses with a motion to retrospectively approve expenditure to be moved at the next General meeting - Passed by majority*

Accepted: DB

Seconded: CE

8.5: Financial accounts auditing

Motion: *To appoint an honorary auditor to audit the financial state of the P&C financial accounts. - Declined by majority*

Accepted: N/A

5. Any other Business

- 1.1.** Reminder for membership to be paid and renewed. **All members are now renewed.**
- 1.2.** Annual Information Statement Submission. **Office bearer updates to be made**
- 1.3.** Information - WACSSO Conference - August 2025. **Interested. JJ to register**
- 1.4.** P&C Processes and Systems. **Discussion to continue.**

Meeting close: 7.07 pm

Date of next AGM: Term 1 2026, TBD

Signed _____

Date: _____

Danielle Buckett - GHPS P&C President

P&C President

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