**P&C AGM 1/2017 – 1 March - Minutes**

MEETING: TERM 1 WEEK 5

Date: Wednesday 1 March 2017

Time: 7.30 pm – 8.20 pm

Location: Forrest Primary School

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**1. Welcome, introductions & apologies**  *Chair*

Tui welcomed those who attended.

In attendance: Tui Davidson, Rudi Emerson, Ali Sewter, Melissa Turner, Louise Youngman, Kate Hambly, Carleen Jones, Sugath Perera, Michael Nobelen, Jarrod Fitzgerald, PaoYi Tan, Sally Troy, Adam Bartlett, Chris Pilgrim\*, Hayley Singh\*. (\* denotes school staff or employees).

Apologies: Perdi Mitchell, Ruth Hyde, Jenny Bramley, Robyn Calder, Nicole Richardson.

**2. Ratification of the minutes of the previous meeting**

Minutes of the 2015 AGM were endorsed. Moved by Rudi, seconded by Carleen.

**3. Annual Reports**

**a. President’s report** *Tui Davidson*

2016 was a big year for FOOSHC and the P&C.

Raeline was acknowledged for all her years of service and we welcome Ali Sewter as the new executive director of Forrest Children’s services.

2016 saw a wonderful office renovation making the Out of School Care offices more functional.

Donations to the school enabled refurbishment of the library which is now an inviting space.

Thank you to all our volunteers throughout the school for their many hours of contribution from reading with the children to coordinating and working the traffic roster and processing the children’s banking.

Thank you to the outgoing executive committee and general members for all their work through the year.

**b. Treasurer’s report** *Kate Hambly*

[Attached]

**4. Election of 2017 Office Bearers - nomination and selection** *President*

Tui thanked the outgoing committee members and declared the positions vacant. The positions were filled as follows:

**a. President** Tui Davidson was elected unopposed (this will be Tui’s last year)

**b. Vice President** – Michael Nobelen was elected unopposed

**c. Honorary Treasurer** – Kate Hambly was elected unopposed

**d. Secretary** – Jenny Bramley was elected unopposed, jointly with Carleen (to take over from Jenny in 2018).

**e. Public Officer** – Rudi Emerson was elected unopposed.

**f. Other positions**

**Communication officer** - Melissa Turner agreed to continue to fulfil this role

**ACT P&C delegates** – Michael Nobelen.

**Canteen committee** – Rudi Emerson, Simone Alabaster (with Jemma O’Brien and Christine T as the school’s representatives).

**Uniform committee** – Rebecca Vavic, PaoYi Tan and Rudi Emerson

**General Committee** – Sugath Perera, Jarrod Fitzgerald, Jemma O'Brien, Louise Youngman, Nicole Richardson, Perdi Mitchell and Robyn Calder.

Signatories on the P&C Business bank account should be Tui Davison (President), Kate Hambly (Treasurer), Ali Sewter (Director), Carl Kroon (Assistant Director).

**5. Other business** *Chair*

There was no other business.

**Thanks & Conclusion** *Chair*

Meeting is adjourned at 8.20pm. Continuing to general P&C meeting at 8.30pm.