

AGM AGENDA
Tuesday, 24th March, 2026

	Welcome: meeting opened at 5:37pm
	Attendees: Scott Rowan, Lisa Dean, Markeeta Burrows, Lin Gaydon, Louise Donaldson, Danielle Heinemann, Kate Van der Meulen, Megan Hosking, Lisa Brogan, Michael Harth,
	Apologies: Fiona Anderson, Kayte Gillinder
	Confirmation of minutes of the previous annual general meeting MOVED: Louise Donaldson SECONDED: Lisa Brogan
	Business arising out of the minutes of the previous annual general meeting: nil
	Receipt and adoption of the Association's audited annual financial statement and Treasurer's report MOVED: Michael Harth SECONDED: Lisa Dean
	Receipt and adoption of the President's annual report MOVED: Lisa Brogan SECONDED: Louise Donaldson
	Motion to accept all applications for membership (to include renewal of existing membership and new membership): Kate Van Der Meulen, Lin Gaydon, Danielle Heinemann, Markeeta Burrows, Megan Hosking, Louise Donaldson, Elizabeth Henry, Michael Harth, Scott Rowan, Lisa Dean.
	Election of Officers/Executive Committee President: Vice President/s: Treasurer: Michael Harth Secretary: MOTION: Scott to seek advice regarding filling of Executive positions and feedback to members prior to next meeting. MOVED: Scott Rowan SECONDED:
	Meeting adjourned on 26/03/2026 at 6:20pm Community meeting held 28/04/2026 AGM Meeting recommenced 26/05/2026 at 5:40pm
	Attendees: Michael Harth, Anne Grainger, Emity Biffin, Lisa Dean, Zoe Morris, Derrick Scheuer, Danielle Heinemann, Sarah Kelly, Markeeta Burrows, Megan Hosking, Scott Rowan Apologies: Louise Donaldson, Tamara Williamson, Kate Van Der Meulen
	All positions declared vacant, Principal took the Chair. Nominations: President – Michael nominated Emity Biffin. Seconded Anne Grainger. Emity accepted the nomination. Vice President – Lisa nominated Anne Grainger. Seconded Michael Harth. Anne accepted the nomination. Treasurer – Megan nominated Michael Harth. Seconded Emity Biffin. Michael accepted

	the nomination. Secretary – Michael nominated Megan Hosking. Seconded Lisa Dean. Megan accepted the nomination.
	Election of Officers/Executive Committee President: Emity Biffin Vice President/s: Anne Grainger Treasurer: Michael Harth Secretary: Megan Hosking
	Motion to change bank signatories to the newly elected Officers. MOVED: Michael Harth SECONDED: Derrick Scheuer
	Confirmation of continuing subcommittees of the Association (including appointment of members of subcommittees)
	Appointment of the Association’s Auditor. Michael nominated Qld Audit Services. Cost of approx. \$1782 (last year). Our executive have no affiliation with this business. MOVED: Michael Harth SECONDED: Lisa Dean
	Adoption of the Student Protection Risk Management Strategy Deferred to a future general meeting. MOVED: SECONDED:
	Adoption of new model constitution Michael shared an overview of this document. It was updated in April 2026 to include indictable offences and sex offender register. We currently have a quorum set at 5 members for AGM, Special or General meeting – number inclusive of the executive. Document is available on P&C website. Name and logo were added. Petty Cash amount was set at \$500 (if we need it). MOVED: Michael Harth SECONDED: Derrick Scheuer
	Motion to accept honorary life memberships awards n/a MOVED: SECONDED:
	Review and adopt P&C policies n/a
	Endorsement of school policies - Student Code of Conduct
	Establish 2027 meeting date/time 23/02/2027
	Close of meeting @ 6:01pm