

Deniliquin High School P&C Association

Minutes of the Annual General Meeting

Tuesday 28 March 2023, 6pm

Deniliquin High School meeting room and via Zoom

1. **Present**

Sue Mulligan (Zoom), Sandy Dellwo, Meagan Rodda, Karen Luckel (Zoom), Leanne Mulham, Glen Warren, Robyn Kiley, Adrian Smith, Donna Van Lieshout, Jenny Fellows (Zoom), Laura Stahl (Zoom), Kate Butler (Chair), Leah Robinson

2. **Apologies**

Julie Crockart, Felicity Michael, Kylie Thompson, Peter Thompson, Michelle Hindriks, Peata Smith, Wally Bulmer, Shannon Bulmer, Christina Mildren

3. **Minutes of the previous meeting**

Accepted as a true record Moved: Leanne Mulham Seconded: Sue Mulligan

4. **Business arising**

Nil

5. **Reports**

a. **President report** tabled by Kate Butler Seconded: Meagan Rodda

b. **Treasurer report** tabled by Leanne Mulham Seconded by Adrian Smith

c. **Canteen report** tabled by Donna van Lieshout Seconded: Meagan Rodda

d. **Drivers Ed report** tabled by Jenny Fellows Seconded by Leah Robinson

6. **Membership**

Fee to remain at \$1 – All in favour

7. **Constitution and By-Laws review**

Nil

8. **Election of Office Bearers and Committee**

Glen Warren stood as Returning Officer and declared all positions vacant

a. **President** – Kate Butler

Nominated: Meagan Rodda Seconded: Robyn Kiley

b. **Vice President** – Julie Crockart

Nominated: Sue Mulligan Seconded: Leanne Mulham

c. **Vice President** – Leanne Mulham

Nominated: Kate Butler Seconded: Donna Van Lieshout

d. **Treasurer** – unfilled

e. **Secretary** – unfilled

f. **Committee (up to six members)**

Karen Luckel

Adrian Smith

Meagan Rodda

Wally Bulmer

Sandy Dellwo

9. **Allocation of additional roles**

a. **WWCC Officer** – Julie Crockart

- b. **Canteen Sub-committee representative** – Julie Crockart
- c. **Drivers Ed Sub-committee representative** – Leanne Mulham

10. Appointment of auditors

- a. Fleming Partners is proposed as auditors for 2023
 - i. Eligibility is confirmed in line with the Constitution
 - ii. Conflict of interest is noted as an office bearer, Leanne Mulham, is a current employee of Fleming Partners
 - iii. Leanne Mulham undertakes to have no part in the audit besides preparation of documents
 - iv. **ACTION:** All office bearers declare interests, sign a written declaration of conduct and conflict of interest is added as a standing agenda item.

b. MOTION: To appoint Fleming Partners as the auditors for 2023

- i. Moved: Meagan Rodda Seconded: Donna Van Lieshout
- ii. All in favour (Leanne Mulham and Sue Mulligan abstained)

11. Meeting ended

6.38pm

12. Next Annual General Meeting

Tuesday 26 March 2024, 6pm

Action table

| Action | Who | When |
|--|------------|-------------|
| President to add conflict of interest to agenda template | Kate | April |
| President to draft office bearer conduct agreement | Kate | April |
| Treasurer to notify Fleming Partners of auditor decision | Treasurer | May |
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