



P&C Annual General Meeting  
MINUTES OF MEETING  
8:00 PM Monday, 27 March 2023  
Resource Centre

1. Meeting Open

Meeting Opened By Cameron Wearing at 8:42 PM

2. Attendance & Apologies

**Attended**

Amanda Smyth  
Becky Rowe  
Cameron Wearing  
David Nelson  
Erin Sasso  
Greg Morton  
Jodi Birch  
Karen Wilson  
Kiah Lanham  
Kim Born  
Madonna Morton  
Megan Towner  
Rolf Sterzl  
Shelley Nelson  
Sue Goldberg  
Toni McCallum  
Trevor Dann  
Vanessa Baird

**Apologies**

Amy Martin  
Andrea Ree  
Anna Nixon-Smith  
Annette Milliken  
Bernadette Dallas  
Carly Dann  
Christine Henderson  
Corey Gieskens  
Deborah Joyce  
Georg Lippold  
Helen Nicholson-Setz  
Jacki Schott  
Janine Clark  
Joana Kelly  
Julia Wilmer  
Karalyn Herse  
Liisa Ilov  
Luke Ferdinands  
Melissa Rowse  
Nathan Percy  
Nichole Dwyer  
Nicole Crouch  
Rachel Valent  
Rachel Redpath  
Sheree Rye  
Suzanne Morris  
Tracey Hammond  
Tracey Wilson  
William Renshaw

Visitors: Luke Ferdinands & Nicole Readman

Apologies: Jacki Schott

**Attachments**

[2023 P&C Membership Application Renewal.pdf](#)

### 3. Confirmation of the minutes of the previous annual general meeting

Attachments

[2022-03-28 Minutes - P&C Annual General Meeting.pdf](#)

Motions

230327-001 The minutes of the meeting held on 28 Mar 2022 were a true and accurate record.

**Status:** Carried    **Mover:** Amanda Smyth    **Seconder:** Shelley Nelson

Attachments

[2022-03-28 Minutes - P&C Annual General Meeting](#)

### 4. Business arising from the minutes of the previous annual general meeting

### 5. Audited annual financial statement and Treasurer's report

Attachments

[FGSHS P&C Floats.pdf](#)

[Invoice 14096.pdf](#)

[2022 FGSHS P&C Financial Reports Final.pdf](#)

[Management letter-signed.pdf](#)

[Audit Report.pdf](#)

[Full Representation Letter signed by President.docx.pdf](#)

[2022 Audit Review Points.pdf](#)

[2022 AGM Treasurer Report.pdf](#)

Motions

230327-002 That the Annual Financial Statement for the year Ended 31 December, 2022 be adopted by the P&C and incorporated in the minutes of this meeting

**Status:** Carried    **Mover:** Rolf Sterzl    **Seconder:** Luke Ferdinands

230327-003 That the invoice from Total Audit Services as detailed in financials for \$3,520.00 (inc GST) be ratified for payment by the members present

**Status:** Carried    **Mover:** Rolf Sterzl    **Seconder:** Luke Ferdinands

230327-004 That the canteen/café business units be treated as input tax entities, the uniform store remain registered for GST & our Stationery store, Ag Support Group, Languages Parent Support Group, Music Support Group & the Parents Support Group be treated as Non-profit Sub-entities (NPSE) for GST purposes

**Status:** Carried    **Mover:** Rolf Sterzl    **Seconder:** Luke Ferdinands

230327-005 That the 2023 Business Operations & Sub-Committee floats plus the P&C Debit card bank account (up to \$3,000 limit) as tabled be approved

**Status:** Carried    **Mover:** Rolf Sterzl    **Seconder:** Luke Ferdinands

230327-006 That this report be accepted and included in the minutes of this meeting

**Status:** Carried    **Mover:** Rolf Sterzl    **Seconder:** Luke Ferdinands

## 6. Presidents annual report

This time last year the start to the school year was delayed due to covid. Fortunately however, after 2 years, it was the beginning of the end to these disruptions. An important positive to come out of the whole experience was the delegation and trust built into the management of the P&C that enabled it to adjust to changes flexibly and quickly as we needed to through the repeated waves and closures. The benefits of this approach can be seen in the success of the businesses during this time, depth of engagement with the school that has developed and wide scope of discussions at the general meetings. I am sure the approach will continue to serve us well post covid and enable the next step up in P&C activities.

Thank you to all our staff for your dedication over the past year, our members for your contribution to building the community and school staff for your support to make the year the success it was.

### Motions

230327-007 That the President's annual report be accepted as presented

**Status:** Carried    **Mover:** Amanda Smyth    **Seconder:** Jodi Birch

## 7. Applications for membership

All 2022 memberships cease

### Motions

230327-008 That all persons named in the membership forms for 2023 on hand at the 2023 AGM be accepted as members of the FGSHS P&C Association for 2023. They will be added to Process PA where we maintain our members register

**Status:** Carried    **Mover:** Amanda Smyth    **Seconder:** Shelley Nelson

## 8. Election of Officers/Executive Committee

Kiah thanked the current exec for all their work in 2022 & declared all 2023 executive positions vacant. 4 nomination forms for Executive positions were received & provided to Kiah.

Cameron Wearing was nominated for President, seconded & all in favour - approved. Cameron was voted in as President & the meeting handed back

Becky Rowe nominated for Secretary, seconded & all in favour - approved. Becky was voted in as Secretary.

Rolf Sterzl - nominated for Treasurer, seconded & all in favour - approved. Rolf was voted in as Treasurer

Amanda Smyth - nominated for Vice President, seconded & all in favour - approved. Amanda was voted in as Vice President

### Motions

230327-009 P&C accept Cameron Wearing's nomination for President 2023

**Status:** Carried    **Mover:** Kiah Lanham    **Seconder:** Madonna Morton

230327-010 P&C accept Becky Rowe's nomination as Secretary 2023

**Status:** Carried    **Mover:** Cameron Wearing    **Seconder:** Erin Sasso

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230327-011 P&C accept Rolf's Sterzl nomination as Treasurer 2023

**Status:** Carried    **Mover:** Jodi Birch    **Second:** Becky Rowe

230327-012 P&C accept Amanda Smyth's nomination as Vice President 2023

**Status:** Carried    **Mover:** Cameron Wearing    **Second:** Madonna Morton

## 9. Motion to change bank signatories to the newly elected Officers (if needed)

Not required

## 10. Confirmation of continuing subcommittees of the Association

Note - ASG & PSSG Sub-Committees to continue with further requests for 2023 Sub-Committee Office Bearers in Term 2 - as per advice from P&Cs Qld

### Attachments

[2023 P&C Sub-Committees & Office Bearers.pdf](#)

### Motions

230327-013 That the Ferny Grove SHS P&C Association approve the continuation of the Ag Support Group, Language Parent Support Group, Music Support Group and Parent Sport Support Group as subcommittees under the P&C

**Status:** Carried    **Mover:** Jodi Birch    **Second:** Kim Born

230327-014 That the P&C endorsed the 2023 Sub-Committee Office Bearers as presented

**Status:** Carried    **Mover:** Jodi Birch    **Second:** Kim Born

## 11. Appointment of the Auditor

Total Audit Services quote for 2023 audit is \$ 3,685 inc GST.

### Attachments

[2023 Quote .pdf](#)

### Motions

230327-015 That the P & C continue with Total Audit Services and accept the quote for the 2023 Audit being \$3,685 inc GST

**Status:** Carried    **Mover:** Rolf Sterzl    **Second:** Amanda Smyth

## 12. Adoption of the Student Protection Risk Management Strategy

### Attachments

[2023 FGSHS P&C Student Protection Risk Management Strategy.pdf](#)

### Motions

230327-016 That the P&C endorse the Student Protection Risk Management Strategy for 2023

**Status:** Carried    **Mover:** Jodi Birch    **Second:** Madonna Morton

## 13. Adoption of the new model P&C Constitution

## Attachments

[2023 FGSHS P&C Constitution.pdf](#)

## Motions

230327-017 That the P&C endorse the new model Constitution

**Status:** Carried    **Mover:** Jodi Birch    **Second:** Becky Rowe

## 14. Honorary Life Membership Awards (if any)

The P&C received a nomination for one of our members to become a P&C Life member.

A secret ballot vote was held and the 2/3 threshold was not achieved. A discussion for the criteria for life membership with FGSHS P&C Association will be had at subsequent general meetings in 2023. In the Feb 2024 General Meeting before the next Annual General Meeting an invite for nominations will be issued.

## 15. General Business

12.1 Confirmation of the FGSHS P&C Policies

12.2 Support for Chaplaincy - query raised in regards to if this motion is annually required due to school contract being for 3 years. P&C Bus Ops will contact P&Cs Qld to ask

12.3 Grants Officer - Amanda Smyth nominated Vanessa Baird as Grants Officer - seconded, all in favour- approved

## Attachments

[2023 Ferny Grove PC Sub-Committee Operating Guidelines.pdf](#)

[2023 Ferny Grove PC General Operating Principles.pdf](#)

[2023 Ferny Grove PC Policies and Procedures.pdf](#)

[2023 Ferny Grove PC Policies\\_code of conduct.pdf](#)

## Motions

230327-018 That the P&C confirm the 4 P&C Policies as tabled

**Status:** Carried    **Mover:** Jodi Birch    **Second:** Madonna Morton

230327-019 That the FGSHS P&C support the Chaplaincy service in the school and continue to utilise the National Schools Chaplaincy Student Welfare Program funding to employ our School Chaplain in 2023

**Status:** Carried    **Mover:** Jodi Birch    **Second:** Rolf Sterzl

230327-020 That Vanessa Baird be Grants Officer for 2023

**Status:** Carried    **Mover:** Amanda Smyth    **Second:** Becky Rowe

## 16. Meeting Close

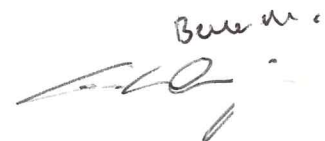
Meeting closed at 9:36 PM

Next Meeting

**P&C Annual General Meeting**

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Becky Rowe

7:00 PM, Monday, 25 March 2024

Resource Centre

## Motions Summary

#	Title	Mover	Seconder	Status
230327-001	The minutes of the meeting held on 28 Mar 2022 were a true and accurate record.	Amanda Smyth	Shelley Nelson	Carried
230327-002	That the Annual Financial Statement for the year Ended 31 December, 2022 be adopted by the P&C and incorporated in the minutes of this meeting	Rolf Sterzl	Luke Ferdinands	Carried
230327-003	That the invoice from Total Audit Services as detailed in financials for \$3,520.00 (inc GST) be ratified for payment by the members present	Rolf Sterzl	Luke Ferdinands	Carried
230327-004	That the canteen/café business units be treated as input tax entities, the uniform store remain registered for GST & our Stationery store, Ag Support Group, Languages Parent Support Group, Music Support Group & the Parents Support Group be treated as Non-profit Sub-entities (NPSE) for GST purposes	Rolf Sterzl	Luke Ferdinands	Carried
230327-005	That the 2023 Business Operations & Sub-Committee floats plus the P&C Debit card bank account (up to \$3,000 limit) as tabled be approved	Rolf Sterzl	Luke Ferdinands	Carried
230327-006	That this report be accepted and included in the minutes of this meeting	Rolf Sterzl	Luke Ferdinands	Carried
230327-007	That the President's annual report be accepted as presented	Amanda Smyth	Jodi Birch	Carried
230327-008	That all persons named in the membership forms for 2023 on hand at the 2023 AGM be accepted as members of the FGSHS P&C Association for 2023. They will be added to Process PA where we maintain our members register	Amanda Smyth	Shelley Nelson	Carried
230327-009	P&C accept Cameron Wearing's nomination for President 2023	Kiah Lanham	Madonna Morton	Carried
230327-010	P&C accept Becky Rowe's nomination as Secretary 2023	Cameron Wearing	Erin Sasso	Carried
230327-011	P&C accept Rolf's Sterzl nomination as Treasurer 2023	Jodi Birch	Becky Rowe	Carried
230327-012	P&C accept Amanda Smyth's nomination as Vice President 2023	Cameron Wearing	Madonna Morton	Carried
230327-013	That the Ferny Grove SHS P&C Association approve the continuation of the Ag Support Group, Language Parent Support Group, Music Support Group and Parent Sport Support Group as subcommittees under the P&C	Jodi Birch	Kim Born	Carried
230327-014	That the P&C endorsed the 2023 Sub-Committee Office Bearers as presented	Jodi Birch	Kim Born	Carried
230327-015	That the P & C continue with Total Audit Services and accept the quote for the 2023 Audit being \$3,685 inc GST	Rolf Sterzl	Amanda Smyth	Carried
230327-016	That the P&C endorse the Student Protection Risk Management Strategy for 2023	Jodi Birch	Madonna Morton	Carried
230327-017	That the P&C endorse the new model Constitution	Jodi Birch	Becky Rowe	Carried
230327-018	That the P&C confirm the 4 P&C Policies as tabled	Jodi Birch	Madonna Morton	Carried
230327-019	That the FGSHS P&C support the Chaplaincy service in the school and continue to utilise the National Schools Chaplaincy Student Welfare Program funding to employ our School Chaplain in 2023	Jodi Birch	Rolf Sterzl	Carried
230327-020	That Vanessa Baird be Grants Officer for 2023	Amanda Smyth	Becky Rowe	Carried

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