



P&C General Meeting Minutes		
Date: 08.03.2021	Time: 5:30pm	Location: JH401
AGENDA ITEM		
Opening and welcome by the Chair	Welcome by President, J.S.	
Apologies	nil	
Confirmation of the minutes of the previous general meeting	confirmed	
Motion	"That the minutes be confirmed as a true and correct record of the meeting held 08.02.2021." Moved: T.R. Seconded: A.M. Carried	
Correspondence received since the previous general meeting: <ul style="list-style-type: none">• Inward (as listed)• Outward (as listed)	Inward: <ol style="list-style-type: none">1. T.B.- thanks for expressing interest in 'A Stronger Communities Grant'2. Parent Talk magazine from P&C Qld3. S.B. (Chaplain) forwarded Workplan for 2021 for P&C and school to approve Outward: <ol style="list-style-type: none">1. Welcome Letter to parents from the P&C exec	
Motion	"That the inwards correspondence be received and outwards be endorsed." Moved: J.S. Seconded: T.R. Carried	
Business arising from the correspondence	Survey still open – please vote via T.B.'s Facebook page or link via school's Facebook Chaplaincy workplan has been forwarded to the school for approval	
Table of executive committee's decisions (if any)	nil	
Treasurer's report and financial statement, and any business arising from these.	Report: <ul style="list-style-type: none">• ABN registration with the ATO• Bank accounts set up – society and business transaction accounts (Commonwealth Bank)• Commbiz application – in process• Key budget items (refer to 2021 Budget)• Appointment of auditor (terms including fees to be finalised)• Presented the 2021 Budget• Presented the Dynamic Budget and Financial Reporting templates (P&C Qld endorsed)	
Motion	"That the Treasurer's report be accepted and payments as listed be endorsed and that insurance for 2021 be paid" Moved: J.S. Seconded: D.N. Carried	

CONFIRMATION OF MINUTES

Chair name: J.S.



Signature:

Date: 22.03.2021

Principal's name: K.F.



Signature:

Date: 22.03.2021