

DATE	11 th February 2014		VENUE	PIPS Library
TIME FROM/TO	3:00pm	3:30pm		
PURPOSE	Annual General Meeting 2014			
PARTICIPATION				
Chair	Gail Campbell (GC)		Scribe	Belinda Skelton (BS)
Organiser	Belinda Skelton (BS)		Meeting Open	3:16pm
Attendees	Gail Campbell (GC)	Belinda Skelton (BS)	Robert Carr (RobC)	
	Rebecca Carr (RC)	Marg Johnson (MJ)	Fiona Samms (FS)	
	Kylie McIntyre (KM)	Ellie Wiseman (EW)		
Apologies				

TOPIC	DISCUSSION	WHO	WHEN
1. PREVIOUS MEETING MINUTES			
	True Record of previous meeting minutes Tuesday, February 19 th 2013		
	True Record BS	Seconded	RobC
2. INCOME & EXPENDITURE STATEMENT 2013			
	Audited report tabled at meeting		
	Moved GC	Seconded	MJ
3. ELECTION OF OFFICE BEARERS 2013			
Declaration of all positions vacant and request that Ellie Wiseman acts as returning officer			
President	Kylie McIntyre was nominated		
	Nominated Fiona Samms	Seconded	Belinda Skelton
	Kylie accepted the nomination and was duly elected president		
Vice President	Gail Campbell was nominated		
	Nominated Belinda Skelton	Seconded	Robert Carr
	Gail accepted the nomination and was duly elected vice president		
Treasurer	Robert Carr was nominated		
	Nominated Belinda Skelton	Seconded	Kylie McIntyre
	Robert accepted the nomination and was duly elected treasurer		
Secretary	Marg Johnson was nominated		
	Nominated Gail Campbell	Seconded	Belinda Skelton

TOPIC	DISCUSSION		WHO	WHEN
	Marg accepted the nomination and was duly elected secretary			
Canteen Coordinator	Belinda Skelton was nominated			
	Nominated	Fiona Samms	Seconded	Robert Carr
	Belinda accepted the nomination and was duly elected canteen coordinator			
Fundraising Coordinators	Fiona Samms were nominated			
	Nominated	Belinda Skelton	Seconded	Gail Campbell
	Fiona accepted the nomination and was duly elected fundraising coordinator			
Publicity Officer	Decided to leave vacant at this stage and use school channels			
	Nominated		Seconded	
Kids in the Kitchen Coordinator	Leave vacant for this year			
	Nominated		Seconded	
2. GENERAL BUSINESS				
Signatories	Motion: That the duly elected 2014 president (Kylie McIntyre), treasurer (Robert Carr) and secretary (Marg Johnson) be given authority, on behalf of the Palmers Island Public School Parents & Citizens Association, to act in regard to legal, insurance and taxation requirements and be given authority to operate an account at the CBA (Maclean branch) with two of the three signatories required on the account.			
	Moved	BS	Seconded	GC
There being no further business, Ellie Wiseman closed the meeting at 3:40pm				

Signed: *BSkelton*Date: 11th February 2014

(Belinda Skelton – Outgoing Secretary, Palmers Island Public School, P&C - 2013)

Next Meeting

Time	3pm	Chair	Kylie McIntyre (KM)
Date	10 th February 2015	Scribe	Marg Johnson (MJ)
Venue	PIPS Library	Organiser	Marg Johnson (MJ)