

DATE	14 th February 2012		VENUE	PIPS Library
TIME FROM/TO	3:00pm	4:00pm		
PURPOSE	Annual General Meeting 2012			
PARTICIPATION				
Chair	Gail Campbell (GC)		Scribe	Belinda Skelton (BS)
Organiser	Belinda Skelton (BS)		Meeting Open	3:13pm
Attendees	Gail Campbell (GC)	Belinda Skelton (BS)	Robert Carr (RC)	
	Rebecca Carr (RC)	Andrew Bennett (AB)	Fiona Samms (FS)	
	Alice Bushell (AB)	Andrew Shannon (AS)	Kylie McIntyre (KM)	
	Marg Johnson (MJ)			
Apologies	Sharon Brown (SB)			

TOPIC	DISCUSSION	WHO	WHEN
1. PREVIOUS MEETING MINUTES			
	True Record of previous meeting minutes Tuesday, February 15 th 2011 To be fixed: Deficient to deficit in notes.		
	True Record BS	Seconded	FS
2. INCOME & EXPENDITURE STATEMENT 2011			
	Books still being audited. Will be presented at a general meeting when completed		
	Moved BS	Seconded	FS
3. ELECTION OF OFFICE BEARERS 2012			
Declaration of all positions vacant and request that Andrew Bennett acts as returning officer			
President	Gail Campbell was nominated		
	Nominated Belinda Skelton	Seconded	Fiona Samms
	Gail accepted the nomination and was duly elected president		
Vice President	Marg Johnson was nominated		
	Nominated Gail Campbell	Seconded	Kylie McIntyre
	Marg accepted the nomination and was duly elected vice president		
Treasurer	Robert Carr was nominated		
	Nominated Fiona Samms	Seconded	Kylie McIntyre
	Robert accepted the nomination and was duly elected treasurer		
Secretary	Belinda Skelton was nominated		

TOPIC	DISCUSSION		WHO	WHEN	
	Nominated	Rebecca Carr	Seconded	Kylie McIntyre	
	Belinda accepted the nomination and was duly elected secretary				
Canteen Coordinator	Fiona Samms was nominated				
	Nominated	Rebecca Carr	Seconded	Belinda Skelton	
	Fiona accepted the nomination and was duly elected canteen coordinator				
Fundraising Coordinators	Kylie McIntyre and Rebecca Carr were nominated				
	Nominated	Belinda Skelton	Seconded	Gail Campbell	
	Both Kylie and Rebecca accepted the nominations and were duly elected fundraising coordinators				
Publicity Officer	Agree to leave vacant				
	Nominated		Seconded		
Kids in the Kitchen Coordinator	Agree to leave vacant and work on as a committee				
	Nominated		Seconded		
2. GENERAL BUSINESS					
Signatories	Motion: That the duly elected 2012 president (Gail Campbell), treasurer (Robert Carr) and secretary (Belinda Skelton) 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	FS	
There being no further business, Gail Campbell closed the meeting at 3:33pm					

Signed: *BSkelton*Date: 20th Feb 2012

(Belinda Skelton – Secretary, Palmers Island Public School, P&C - 2012)

Next Meeting

Time	TBA	Chair	Gail Campbell (GC)
Date	12 th February 2013	Scribe	Belinda Skelton (BS)
Venue	PIPS Library	Organiser	Belinda Skelton (BS)