MINUTES

<table>
<thead>
<tr>
<th>Meeting</th>
<th>P&amp;C Annual General Meeting</th>
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<tbody>
<tr>
<td>Date/Time</td>
<td>Tuesday 6th March 2012</td>
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<tr>
<td>Venue</td>
<td>Comet Bay Primary School Staff Room</td>
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<td>Attendees</td>
<td>Leanne McCutcheon, Alison Walker, Liz Kent, Deborah Meerton, Rachel Lovelady, Michelle Chambers, Sharni Jagger, Sonia O’Sullivan, Robyn Hart, Amanda Bradford, Jenni Hannan, Graeme Watson, Emma Anderson, Sue Yuill, Lynne Robson, Robyn Allomes, Martin Turner, Vynka Jinman, Ian Yendall, Sarah Robinson, Matt Osborne</td>
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<tr>
<td>Apologies</td>
<td>Joss Smith, Linda Leece, Sara Belmont-Kleingeld</td>
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1. Meeting Opening
Official open and welcome to all new and current members by P & C President – Leanne McCutcheon.

All attendees were reminded that the meeting would be conducted in conjunction with the schools Tribal Agreement;

- Attentive Listening
- Appreciation/no put-downs
- Mutual respect
- The right to pass

2. Attending members noted

3. Apologies noted

4. Election of Office Bearers
Leanne opened the floor and declared that all positions on the Executive Committee were open. She invited Mr. Osborne to Chair the meeting for the election of the first four positions.

Mr. Osborne spoke about the outgoing P&C and paid thanks to their efforts of the previous year.

See Report
Nominations were called for the following positions

**President**
Nomination: Leanne McCutcheon
Seconded: Rachel Lovelady

**Vice President**
Nomination: Alison Walker
Seconded: Leanne McCutcheon

**Secretary**
Nomination: Sue Yuill
Seconded: Rachel Lovelady

At this point it was explained that WACCSO had been consulted regarding the situation of Sue Yuill being secretary and employed as the Uniform Shop Manager. They had confirmed that there is no conflict and that she was not able to be involved in any discussions regarding her employment or salary. No-one objected to Sue holding this role while being Uniform Shop Manager.

**Treasurer**
Nomination: Rachel Lovelady
Seconded: Alison Walker

Mr. Osborne invited Leanne back to Chair the rest of the meeting.

**Donations Coordinator**
Nomination: Sharni Jagger
Seconded: Liz Kent

**Executive Member**
Nomination: Emma Anderson
Seconded: Leanne McCutcheon

**Executive Member**
Nomination: Michelle Chambers
Seconded: Leanne McCutcheon

**Executive Member**
Nomination: Vynka Jinman
Seconded: Leanne McCutcheon
Sub-Committees

**Book Fair Coordinator**
Nomination: Sara Belmont-Kleingeld
Seconded: Rachel Lovelady

**Safety House Coordinator**
Nomination: Sharni Jagger
Seconded: Robyn Allomes

**Kiss + Drive Coordinator**
Nomination: Liz Kent
Seconded: Rachel Lovelady

**Canteen Coordinator**
Nomination: Rachel Lovelady
Seconded: Michelle Chambers

**Cool our School Coordinator**
Nomination: Sonia O’Sullivan
Seconded: Lynne Robson

**Insurance Coordinator**
Nomination: Sonia O’Sullivan
Seconded: Graeme Watson

**P & C School Board Representative**
Nomination: Martin Turner
Seconded: Robyn Allomes

**3forMe Coordinator**
Nomination: Robyn Hart
Seconded: Michelle Chambers

**Uniform Shop Coordinator**
Nomination: Deborah Meerton
Seconded: Liz Kent

**Class Representative Coordinator**
Nomination: Sue Yuill
Seconded: Emma Anderson

**Book Club Coordinator**
Nomination: Joss Smith
Seconded: Sharni Jagger
Matt Osborne asked if a Stephanie Alexander Kitchen Garden Coordinator could be called for

SAKG Coordinator
Nomination: Jenni Hannan
Seconded: Sharni Jagger

5. General Business

1. Twilight Carnival 13th March. Moved the venue to Rockingham Aquatic Centre. Sausage sizzle not allowed to be done. Bring a picnic to enjoy with your family.

2. Air Conditioning is to be installed starting Monday 12th March.

6. Date of Next Meeting

Tuesday 3rd April 2012 at 7pm in the Staff room.