



**Annual General Meeting Minutes  
28 November 2019**

**Meeting Opened: 7pm  
Venue: HPS Staff Room**

**Members Present:** Jennifer Moore, Michael Shuai, Rebecca Barrett, Dave Morris, Sherrill Nixon, Paul Rupil, Nicole Sheldrick, Sarah Coughlin, Anne Ahern, Jessamy Eccles-Hanna, Tina Hsu, Kathy Lau, Amanda Warren, Uta Minh

**HPS Representatives Present:** Karlynn Jacobsen, Gaye Porter

**Apologies:** Jacqui Biffin, Suzie Potts, Sharon Laura, Carmel Griffith, Betty Favotto, Katie Martin

- 1. Welcome (returning officer) Karlynn Jacobsen**  
Ms Jacobsen thanked the outgoing executive for their service and welcomed everyone to the AGM.
- 2. Confirmation of minutes of the previous Annual General Meeting**  
*Motion to accept the minutes of the previous AGM: Sherrill Nixon*  
*Second: Amanda Warren*  
*Motion carried.*
- 3. Business arising out of the minutes of the previous AGM**  
There was no business to discuss.
- 4. Receipt and adoption of the Association's audited annual financial statement and the Treasurer's Report**  
Dave Morris provided a summary of financial activity for the year noting that \$78,950 was spent to support the school and students. \$50,000 went towards groundworks, \$26,950 went to the purchase of new smartboards and \$2,000 went to supporting the Year 6 dinner dance.  
  
The Uniform Shop has seen a large shift towards people ordering online via Flexischools.  
  
Dave referred to those thanked in the report and to all those who have contributed through the year.  
  
*Motion to accept the Association's audited annual financial statement and the Treasurer's Report: Paul Rupil*  
*Seconded: Amanda Warren*  
*Motion carried.*
- 5. Appointment of the Association's Auditor**  
*Motion to accept Geoff Morrow as the Association's Auditor: David Morris*  
*Seconded: Paul Rupil*  
*Motion carried.*
- 6. Receipt and adoption of the President's Annual Report**  
Paul Rupil thanked all those who contributed greatly over the year noting that everything from subcommittees to stalls and events was run professionally.



*Motion to accept the President's Annual Report: Michael Shuai*

*Seconded: Amanda Warren*

*Motion carried.*

**7. Approval of membership fee**

*Motion to set membership fee to \$2: Amanda Warren*

*Seconded: Sarah Coughlin*

*Motion carried.*

**8. Acceptance of new and renewing applications for membership**

*Motion to consider new and renewing applications for membership: Amanda Warren*

*Seconded: Sarah Coughlin*

*Motion carried.*

**9. Ms Jacobsen dissolved current committees and executive and nominations were opened.**

**10. Elections of Officers/Executive Committee**

**Incoming P&C Executive**

President: Michael Shuai

Vice Presidents: Jennifer Moore and Nicole Sheldrick

Treasurer: David Morris

Secretary: Amanda Warren

*Motion to change bank signatories to newly elected officers: Dave Morris*

*Seconded: Sarah Coughlin*

*Motion carried.*

**11. Confirm continuing subcommittees of the association (including appointment of members of subcommittees)**

**Events**

It was decided to continue this subcommittee.

Jennifer Moore, Jacqui Biffin and Carmel Griffith joined this subcommittee. An additional call out for subcommittee members will take place at the first meeting in 2020.

**Cake Stalls**

It was decided to continue this subcommittee.

Suzie Potts, Amanda Warren, Nicole Sheldrick, Jessamy Eccles-Hanna and Uta Minh joined this subcommittee.

**Grants**

It was decided to continue this subcommittee.

Carmel Griffith, Michael Shuai and Sherrill Nixon joined this subcommittee.

**Sustainability**

This is a new subcommittee which members supported.

Carmel Griffith and Jennifer Moore joined this subcommittee,

**School Finance Representative**

Dave Morris will confirm with Geoff Morrow that he is happy to remain in this role.



**IT Coordinator**

It was decided to no continue with this subcommittee.  
Michael Shuai joined this subcommittee.

**WestConnex Representative**

Paul Rupil will sit on the Community Reference Group as the P&C representative.

**Student Experience**

This is a new subcommittee which members supported.  
Michael Shuai, Paul Rupil, Amanda Warren and Nicole Sheldrick joined this subcommittee.

**Meeting closed: 7:40pm**