

Oxley College Parents & Friends
Minutes – AGM – 20 November 2018

Meeting Opened: 6.35pm

Attendance: Michael Parker, Justine Lind, Emma Calver, Bec Biddle, Trevor Fair, Kate Gair, Megan Moore, Justine McKinlay, Sooz Heinrich, Rachel Harman, Kate Fair, Lisa Greenfield, Shelly Davis-Rice, Amanda Mackevicius, Shelley Hagan, Paul Hagan, Adriana Neill Stevens, Jane Crowley, Susan Bladen, Stacey Evans, Vanessa Garton, Alexandra O’Sullivan, Mishell Currie, Katrina Sparke, Alex Wansey, Emily Poulton, Lynda Smith

Apologies: Frank Conroy, Kate Bow

1. Previous AGM Minutes Tabled
Passed: Trevor Fair
Seconded: Bec Biddle

2. Treasurer’s Report – Trevor Fair
 - The financial report doesn’t show the fun & friendship which occurs during activities & special events.
 - Thanked Kate Gair for her efficient banking of K-6 profits.
 - 2019 will be Trevor’s final year as Oxley P & F Treasurer. After serving two terms & Claudia starting Year 12, it will be time to step down.
 - Bec thanked Trevor for his efforts this year.

3. President’s Report – Bec Biddle (copy attached)
 - Welcomed Adriana (new canteen manager) & thanked Shelley Hagan for helping her settle in.
 - Canteen is such a potential parent hub. Adriana is very good at welcoming the help from new parents. The issue of Junior School students not being able to purchase from the canteen will be addressed. This will be of benefit to not only the students but also will bring in more parent helpers.
 - Adriana – Thanked everyone for making her feel so welcome & particularly thanked Shelley & Dianna for holding the fort until she started. Staff will need to do a food handling course (this will be completed during the holidays, not necessary for volunteers).

Election of Executive Committee:

Returning Officer: Michael Parker

President:

Are there any nominations for the position of President? Bec Biddle

Nominated by: Jane Crowley

Seconded: Shelly Davis-Rice

Vice President K-6:

Are there any nominations for the position of Vice President K-6? Vanessa Garton
Nominated by: Bec Biddle
Seconded by: Trevor Fair

Vice President 7-12:
Are there any nominations for the position of Vice President 7-12? Megan Moore
Nominated by: Shelly Davis-Rice
Seconded by: Sooz Heinrich

Secretary:
Are there any nominations for the position of Secretary? Lynda Smith
Nominated by: Sooz Heinrich
Seconded by: Shelly Davis-Rice

Treasurer:
Are there any nominations for the position of Treasurer? Trevor Fair
Nominated by: Susan Bladen
Seconded by: Bec Biddle

4. Other Business

- Next P&F meeting date to be advised.
- Points raised regarding the P&F and Year Reps included:
 - Being a Year Rep is open to all. Sooz Heinrich will email current Reps to see who is continuing next year. An information afternoon will be held this year for those interested in being a Year Rep or wanting to be on a sub-committee to find out more about the role. Perhaps an experienced Year Rep could work with a “newby” to share knowledge. (Jane Crowley) Perhaps 2019 Year Reps could be appointed this year to enable new families & intake years to meet in the holidays.
 - To acquire volunteers early for different events, there could possibly be a “Volunteer Meeting/Gathering” where you sign up for various sub-committees. This would be similar to how the Pin Oak Fair was organised.
 - The question was asked how you join the P & F? (Mishell Currie) Every parent is invited to all meetings or to join a committee. Future meetings will be broadcast to enable all parents to know when they will be held. This may include publishing the dates in the School Calendar & on the school website. (Bec Biddle & Emma Calver) Special guests & speakers worked well in past years so that will be relooked at for the future.

Meeting Closed: 7.20pm