DATE: 14th February 2012  
TIME FROM/TO: 3:00pm - 4:00pm  
VENUE: PIPS Library  
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
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1. PREVIOUS MEETING MINUTES  
True Record of previous meeting minutes Tuesday, February 15th 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
## AGM Minutes

### 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 | | **Seconded** Belinda Skelton
---|---|---|
Fiona accepted the nomination and was duly elected canteen coordinator

| Fundraising Coordinators | | |
---|---|---|
Kylie McIntyre and Rebecca Carr were nominated

| Nominated | | **Seconded** Gail Campbell |
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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 | **Seconded** FS |
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There being no further business, Gail Campbell closed the meeting at 3:33pm

**Signed:** BJSkelton  **Date:** 20th Feb 2012

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

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### Next Meeting

| Time | Chair |
---|---|
TBA | Gail Campbell (GC) |

| Date | Scribe |
---|---|
12th February 2013 | Belinda Skelton (BS) |

| Venue | Organiser |
---|---|
PIPS Library | Belinda Skelton (BS) |