

## Minutes of Annual General Meeting

<b>Date</b>	Tuesday 23 <sup>rd</sup> May 2023	<b>Time</b>	6.00 pm
<b>Place</b>	St Paul's School, Sutton Building		

### Minutes

1. **Welcome and Opening Prayer:** Sebastiaan opened the meeting at 6:00pm

2. **Attendance and Apologies:**

**Attendees:**

School Representatives			
Nigel Grant	Exec Director of Faith and Comm	Alice Killich	School Liaison

Committee Members			
Sebastian Fick	President and Rugby	Amanda Carter	Football
Glen Neville	Hockey	Louisa Pike	Treasurer
Kathy Wright	SPSSA Secretary	Krishna Lakhotia	Cricket
Lisa Smith	Football (co-chair)		Past Students
Nicole Stevens	JSSG		
Fleur	Parent Connections		

**Apologies:**

School Representatives			
Paul Browning	Headmaster	Stephen Brown	Head of Family Engagement
Stephen Brown			

Committee Members			
Glen Guy	Netball	Mel Bolton	Music
Darren Marshman	Volleyball		
Leigh Lillas	Touch Football		
Debbie Burches	Tennis		
Sarah Gover	Parent Connections		

3. **Treasurer's Annual Report**

Audit has been completed and financials were distributed with the agenda.

These financial audited reports will be lodged this week with the Office of Fair Trading.

- Cash recording needs to be better documented for the 2023 audit.

Please cc Treasurer into any supporter group invoices and eftpos receipts

This year, Louisa has set up multiple forms to help supporter groups maintain compliance and good governance with regard to events and income. Also there are forms inside the EFTpos and squares to fill out each time a supporter group uses it – this helps to know where to allocate monies that come in from these devices.

Please take a photo of your EFTpos or square transaction record and send them to Louisa  
Lisa Smith and Seb approve

**4. President's Report: Sebastiaan Fick**

- Kathy to attach the report to the minutes

**5. Confirmation of Minutes from previous meeting:**

- **Approved by consensus. Seb and Glen Neville**

**6. Business Arising from previous minutes:**

- No business or actions

**Vacation of office bearers**

**President – Seb nominated and accepted**

**Vice President – vacant**

**Treasurer – Louisa Pike nominated and accepted**

**Secretary - vacant**

1. Appoint the auditor Mr Jason Croston for a period of three years (KK)  
Moved Seb and seconded by Louisa

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**7. Applications for Membership and Recording of New Members:**

Lisa Smith – football supporter group vice president

**Moved by Kathy Wright; seconded by Sebastiaan Fick**

**8. Meeting Closed: 6:35pm**

**9. Next Meeting:**

AGM | Tuesday March | **6:30pm** | Sutton Building classroom