

CSHS ANNUAL GENERAL MEETING

The order of business to be conducted at an AGM of the Association must be undertaken in the following order as per Section 21.3.9 of the Constitution:					
a. welcome to members and introduction of any special visitors		MEETING OPEN: 18:00 pm Doug W; Tess H; Jacqui W; Afra F ; Maree K; Deanne B			
		QUORUM OF EXISTING MEMBERS REACHED: Yes			
b.	apologies	Rochelle Mason (Business Manager CSHS)			
C.	confirmation of minutes of the previous annual general meeting	2023 AGM & Minutes presented due to no P&C in 2024 (Meeting held 09/03/2023 at 17:44pm) MOTION: "That the minutes be confirmed (as amended) as a true			
		and correct record of the meeting held (date)." Moved: Jacqui W Seconded: HENNTE Carried			
d.	business arising out of the minutes of the previous annual general meeting	NA			
e.	receipt and adoption of the Association's audited annual financial statement * and Treasurer's report (to include all relevant subcommittees' audited financial statements)	Presented for reference MOTION: "That the Treasurer's report and Audited annual financial statement be accepted as a true and accurate summary of the financial year." Moved: Seconded: Carried/Lost			
f.	receipt and adoption of the President's annual report	NA MOTION: "That the President's report be accepted as tabled."			
		Moved: Seconded: Carried/Lost			

g.	receive applications for membership (to include renewal of existing membership and new	Applications received by Jacqui W; Afra F; Tess H; Maree K; Deanne B MOTION: "That the membership applications for [list all suitable applicants] be accepted as tabled."					
	membership)	Moved:	WATSDO	Seconded:	HENNTE	Carried	
h.	Declare vacancies of existing Officer/Executive Committee	Declared b	y Doug Watson				
i.	election of Officers/Executive Committee	MOTION: "That Doug Watson will act as scrutineer for the election o Officers"					
		PRESIDE	NT Nominee #1	: Deanne Buck			
			- full name	: Deanne Buck			
			- is this no	minee a current P&	C Member? YE	S	
			- nominate	ed by: Afra F			
			- seconded	d by: Tess H			
		 votes for/against: Unanimous FOR VICE PRESIDENT Nominee #1: VACANT 					
		- full name:					
			- is this no	minee a current P&	C Member? Y/N	1	
			- nominate	ed by:			
			- seconded	d by:			
			 votes for/ 	•			
		TREASUF		1: Maree Kirkwood			
				: Maree Kirkwood		_	
				minee a current P&	C Member? YE	S	
				ed by: Afra F			
				d by: Jacqui W	500		
		OFODETA		against: Unanimous	SFOR		
		SECRET		1: Jacqui Warner			
				: Jacqui Warner minee a current P&0	C Mambar2 VE	<u>_</u>	
				ninee a current P&		3	
				d by: Afra F			
				against: Unanimous			
j.	motion to change bank signatories to the newly elected Officers	Jacqui Warner previously a signatory, Maree Kirkwood is requested to be added as a signatory. Deanne Buck is also requested to be added if no conflict of interest is realised.					
		MOTION: "That the following Executives be removed/added as bank signatories: BSB 064-405/Account No. 00900822 - Remove Krystal Wano Add New: Maree Kirkwood" (full names required for Bank ID)					
		Moved:	Deanne B	Seconded: Jacqu	i W Carrie	d	

k.	confirmation of continuing subcommittees of the Association (including appointment of members of subcommittees) appointment of the	NA – working parties will be formed for Uniforms MOTION: "That the [all relevant] subcommittee be accepted to continue, with proposed executives and members, as tabled." Moved: Seconded: Carried/Lost NA – Seeking alternative to previously engaged Accountant (David
1.	Association's Auditor	MA – Seeking alternative to previously engaged Accountant (David Unwin & Assoc and CMS Solutions) MOTION: "That the Association's Auditor be appointed as [insert Company Name, contact details & quoted cost]." Moved: Deanne B Seconded: Tess H Carried
m.	adoption of the Student Protection Risk Management Strategy	MOTION: "That the Student Protection Risk Management Strategy be adopted as tabled." Moved: Doug W Seconded: Jacqui W Carried
n.	adoption of new model constitution (if any)	NA MOTION: "That the new Model Constitution be adopted as tabled. Confirm quorum numbers for AGM = X, General Meeting = X & Special Meeting = X" Moved: Seconded: Carried/Lost
0.	honorary life membership awards (if any)	NA MOTION: "That the Honorary Life Membership be awarded to [member] for [reason for the honor]." Moved: Seconded: Carried/Lost
p.	general business.	Refer to General Meeting Minutes MEETING CLOSE: 18:35pm

Draft minutes signed by:

Name: Jacqui Warner

Position: Secretary

Date: 25 March 2025