

Macquarie Anglican Grammar School Parents and Friends

Meeting Minutes 03/05/22

Date: Tuesday 03/05/22	
Time: 6pm-7pm	
Venue: Zoom Meeting	
Minutes taken by: Alison Attenborough	
Attendees: Natasha McMahon, Alison Attenborough, Sarah Christian, Emma Small, Bill Williamson, Craig Mansour, Lyndal Elder, Alison Mitchell, Annabel Orford, Kobi Davies, WD?	Macquarie Anglican Grammar School Parents and Friends Association Constitution -April 2104 6.5 Quorum for general meetings (b) Twenty members (20) or 10% of the membership, whichever is the fewer, present (being members entitled under this Constitution meeting) constitute a quorum for the transaction of business or a general meeting.
Apologies: nil	

1. Welcome		
2. Apologies	Nil	
3. Minutes from previous meeting	Minutes accepted.	Motion: To accept Moved: Ali Attenborough Second: Sarah Christian CARRIED
4. Business arising from previous minutes	4.1 Review Action Register from previous meeting (see below)	
5. Correspondence	5.1 Extraordinary minute dated 21/02/22 noted-attached	
6. Treasurers Report-Bill W	6.1 See attached pdf	Motion: To accept Moved: Emma Small Second: Annabel Orford CARRIED
7. Principals Report-Craig M	7.1 Reverse cycle AC Henderson Hall-Craig reported that tender process has stalled. Cost of AC has increased with infrastructure required for necessary power upgrade. AC will be progressed in the context of additional infrastructure plans for the school. Installation not expected to occur this year. Will remain a priority for the school. 7.2 Water filling stations-Craig advised that equipment has arrived. These will be installed outside Henderson Hall, in the Junior School and outside the Science lab. Craig will advise the P&F of the cost.	
8. General Business: Social and fundraising activities	8.1-Finalise fundraising goals 2022 -Piano-fundraising will be linked to the launch of the Music Program at MAGS.CAPA night at MAGS 02/06/22 will provide an opportunity for promotion.	Motion-That the P&F support the purchase of a piano for the school at a cost of 25K. P&F contribution will be 15K.


	<p>-Water bottle filling stations-being installed.</p> <p>-Track installation of reverse cycle A/C Henderson Hall-see above Principals report.</p> <p>8.2 Fundraising activities</p> <p>-Bake sale (Term 2)-Sarah reported that despite several attempts bake sale has not gained interest. Has arranged for a Pie Drive fundraiser in T2 through Earlyrise bakery. Order forms will be distributed to all student's mid term with delivery 1 week after final orders.</p> <p>-Feedback from Alison Mitchell re: fundraising for piano-Alison provided information about the identified piano. Second hand 30-year-old Yamaha DE3 form Albury. \$20K plus cost of transport and accessories. Proposed link fundraising to launch of Music Program. Alison outlined ideas for fundraising including, black tie event, silent auction, sale/sponsor of keys (\$100 per key). Fundraising target to be announced at CAPA night 02/06/22. MAGS will provide catering for the event.</p> <p>-Colour run-Kobi Davies provided an update on planning for the Colour Run. Term 4 proposed when the weather is warm. Cut off date for registration and supplies is 05/12/22. Plan for Nov 2022.</p> <p>-Establishment of benefactors-Bill suggested that the school would benefit from a clear and open channel for benefactor support. Craig advised the the Anglican Grammar Corporation would need to be involved in this process. Craig advised that a position for a Community Engagement Officer had recently been readvertised-closing in May 2022. This would be a responsibility assigned to that role.</p> <p>-Cow/Calf program (Ali)-discussions to continue outside of the meeting. Bill is familiar with the arrangement and noted that MAGS had a program in place some years ago.</p> <p>8.3 Engagement/community building activities</p> <p>-All agreed that CAPA night and fundraising for piano be linked with community engagement</p> <p>-Opportunities will be sought to link all fundraising activities to community engagement.</p>	<p>School contribution 10K. This will include the piano, transport, cover and other accessories. Moved: Emma Mitchell Second: Ali Attenborough CARRIED</p>
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	8.4 Clothing Pool update (Kobi/Annabel) -Emma Small thanked Kobi and Annabel for their work with the clothing pool. Changes to the clothing pool access in line with COVID restrictions has been very successful. End of term clothing pool at P2 also very successful. -P&F Facebook page used to promote donation to the Clothing pool.	
9. Business without Notice	9.1 Launch of MAGS App noted. P&F to consider how events might be able to be promoted via the app.	
10. Next Meeting	Tuesday Term 3 TBC	
11. Agenda items for Next Meeting	-Colour run planning-Term 4 event	
12. Meeting Closed	7.30pm	

ACTION REGISTER from Meeting 03/05/22

ACTION	RESPONSIBLE	STATUS
Confirm specific requirements for piano and most appropriate location (stage) and storage.	Lyndal Elder and Alison Mitchell	
Discuss arrangements for benefactors to provide support to the school.	Bill and Craig to meet to progress.	
Cow and calf program structure to support fundraising	Ali to discuss with Bill to progress	
P&F Funding of water refill station School to consider the options and costs here and advise P&F	Craig Mansour	

Signed:



President/Chairperson

Date:

17.06.2022

Extraordinary Minute note-21/02/22-Macquarie Anglican Grammar School Parents and Friends

The below motion was proposed at the P&F Meeting held 15/02/2022:

Motion: That Bill Williamson as Treasurer being endorsed as one to sign, account operator, on the Westpac account.

Moved: Bill Williamson

Second: Sarah Christian

CARRIED

Further to the motion being carried the previous Treasurer Michael Cluff attended the Westpac bank, Dubbo, NSW branch on 21/02/22 and was advised that the Westpac bank require two signatories on the P & F account.

The current P&F Committee (elected November 2021), Sarah Christian (President), Alison Attenborough (Secretary) and Bill Williamson (Treasurer) thereby propose that the previous signatories,

Rebecca Hinks (former Vice-President) and;

Michael Cluff (former Treasurer) be removed as signatories and replaced by;

Bill Williamson (elected Treasurer) and;

Sarah Christian (elected President).

Signed:



(President)

Name:

Sarah Christian

Date:

17.06.2022.

