

# Lennox Head Community Pre-school

## Annual General Meeting

Wed 17<sup>th</sup> February 2021

Meeting open: 7.07

Present: Jannette Leonard, Tara Leonard, Rosalyn Orlanno, Rebecca Hardy, Felisa Early, Melanie Thatcher, Tracy Collier, Lauren Kaloran, Emily Raso, Lidia Scotto di Vette, Tom McKenzie, Aggie Kandros, Kate Parry, Natalie Hatchard, Keli Kwanten

Apologies: Leah Miles (proxy vote to Rosalyn Orlanno); Hannah King (proxy to Rosalyn Orlanno); Liesel Jeffers (proxy to Rosalyn Orlanno); Sophie Leonard; Sam Frears

Minutes of the previous Meeting

Accepted: Kate Parry

Seconded: Tom McKenzie

Business arising:

Accepted: n/a

Seconded: n/a

President's report - Attached

Accepted: Natalie Hatchard

Seconded: Lidia Scotto di Vette

Auditor's report - Auditors report as attached

Accepted: Aggie Kandros

Seconded: Lauren Kaloran

Service report - Attached

Accepted: Keli Kwanten

Seconded: Natalie Hatchard

Election of Committee - Roles and Responsibility of each position

- Declare all positions open and vacant

### Election of Lennox Preschool Committee Office bearers

Public Officer Sarah Saunders	nom. By Sarah	Seconded by Jannette	accepted: Yes
President: Rosalyn Orlanno	nom. By Tara Leonard	Seconded by Leah Miles	accepted: Yes
Secretary: Leah Miles	nom. By Megan Spyker	Seconded by Leah Miles	accepted: Yes
Treasurer: Natalie Hatchard	nom. By Megan Spyker	Seconded by Leah Miles	accepted: Yes
Committee member			
1: Thomas McKenzie (#)	nom. By Megan Spyker	Seconded by Leah Miles	accepted: Yes
2: Kate Parry (#)	nom. By Megan Spyker	Seconded by Leah Miles	accepted: Yes
3: Aggie Kandros (#)	nom. By Aggie Kandros	Seconded by Ros Orlanno	accepted: Yes
4: Lidia Scott di Vetta (#)	nom. By Megan Spyker	Seconded by Leah Miles	accepted: Yes
5: Liesel Jeffers (#)	nom. By Megan Spyker	Seconded by Leah Miles	accepted: Yes
6: Lauren Kaloran (#)	nom. By Lauren Kaloran	Seconded by Tara Leonard	accepted: Yes
7: Hannah King (#)	nom. By Megan Spyker	Seconded by Leah Miles	accepted: Yes
8: Emily Laughlin (#)	nom. By Emily Laughlin	Seconded by Tara Leonard	accepted: Yes
9: Keli Kwanten (#)	nom. By Tara Leonard	Seconded by Keli Kwanten	accepted: Yes

Management Police Checks – All executive members must have a police check. Rosalyn (obtained) Treasurer and Secretary to obtain

“Folders” will year be digital. All Management will receive a dropbox link to their email address where all appropriate information will be distributed and updated as necessary.

Each Management Member will need to be assigned a National Quality Standard to review as a part of our ongoing Quality Improvement Plan.

- Signatories for CBA are currently Jannette Leonard, Rosalyn Orlanno, and Tara Leonard. We move to keep this the same with the addition of Natalie Hatchard and Leah Miles

- Jannette and Tara are the current nominated token holders and signatory for online banking, can we move to keep this the same
- Jannette is the signature on the preschool Debit card. Move to keep this the same
- Two Management members will check, confirm and sign off on the internet banking for each monthly meeting. This has been Ros as she attends the preschool weekly to keep up to date, and Karen as Treasurer. We propose to keep this the same.

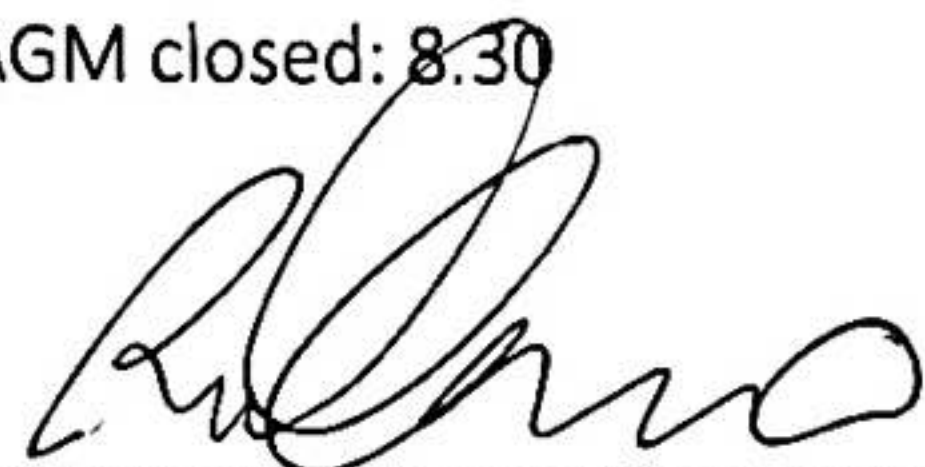
Moved: Tom McKenzie

Seconded: Keli Kwanten

The meetings will be set for 3<sup>rd</sup> Wed of Every Month with the first being 17<sup>th</sup> March 2021.

Management to meet after the meeting to sign paperwork and complete forms.

AGM closed: 8.30



----- (President); date 17.2.21

(This is an accurate account of the meeting)

Reminder post meeting to discuss each member organising 'play dates' for each group