

Lennox Head Community Pre-school

Annual General meeting

Wed 22nd February 2023

Meeting open: 6:07pm

Acknowledgement of Country

Present:

Caroline Domensino, Michaela Saye, Kate Mitchell, Nick Bordin, Michelle McLisky, Rosalyn Orlando, Richard Goswell, Kate Parry, Lyndal Ellis, Leah Miles, Edwina Flower

Apologies: Sophie Lee (Proxy vote to Nic Bordin), Alysha Horne (proxy vote to Kate Parry)

Minutes of the previous Meeting:

Accepted: Keira Wafer Seconded: Kate Mitchell

Business arising:

Accepted: n/a Seconded: n/a

President's report - Attached

Accepted: Leah miles Seconded: Richard Goswell

Auditor's report - Auditors report as attached

Accepted: Lyndal Ellis Seconded: Caroline Domensino

Service report - Attached

Accepted: Michaela Saye Seconded: Edwina Flower

Election of Committee - Roles and Responsibility of each position

- Declare all positions open and vacant

Election of Lennox Preschool Committee Office bearers

Public Officer Rosalyn Orlanno	nom. By Tara Leonard	Seconded by Ros Orlanno	accepted: Y
President: Kate Parry	nom. By Tara Leonard	Seconded by Hannah King	accepted: Y
Secretary: Leah Miles	nom. By Kate Mitchell	Seconded by Tara Leonard	accepted: Y
Treasurer: Richard Goswell	nom. By Richard Goswell	Seconded by Tara Leonard	accepted: Y
Committee member			
1: Kate Mitchell	nom. By Hannah King	Seconded by Tara Leonard	accepted: Y
2: Aggie Kandros	nom. By Hannah King	Seconded by Tara Leonard	accepted: N
3: Nic Bordin	nom. By Hannah King	Seconded by Tara Leonard	accepted: Y
4: Sophie Lee	nom by Sophie Lee	Seconded by Tara Leonard	accepted: Y
5: Michaela Saye	nom by Felisa Early	Seconded by Michaela Saye	accepted: Y
6: Michelle McLisky	nom by Felisa Early	Seconded by Michelle McLisky	accepted: Y
7: Alysha Horne	nom by Keira Wafer	Seconded by Sophie Leonard	accepted: Y
8: Lyndal Ellis	nom by Kate Parry	Seconded by Sophie Leonard	accepted: Y
9: Edwina Flower	nom by Richard Goswell	Seconded by Sophie Leonard	accepted: Y
10: Caroline Domensino	nom by Kate Mitchell	Seconded by Sophie Leonard	accepted: Y
11: Keira Wafer	nom by Tara Leonard	Seconded by Leah Miles	accepted: Y

Management Police Checks – All executive members must have a police check. Leah and Kate have completed previously and Richard to obtain

“Folders” 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. (To be done at first meeting)

- Signatories for CBA are currently Kate Parry, Leesa Young, Natalie Hatchard and Tara Leonard. We move to keep Kate, Leesa and Tara and remove Natalie and add Richard (incoming Treasurer)

- Leesa and Tara are the current nominated token holders and signatory for online banking. We move to keep this the same

Moved: Richard Goswell

Seconded: Leah Miles

- Tara is the signature on the preschool Debit card. Move to keep this the same

Moved: Kate Mitchell

Seconded: Keira Wafer

- Two Management members will check, confirm and sign off on the internet banking for each monthly meeting. This has been Kate and Nat. We move to keep Kate and add Richard (incoming Treasurer)


Moved: Lyndal Ellis

Seconded: Michelle McLisky

The meetings will be set for (day) at (time) with the first being. Wednesday at 6.30pm
March 15^h 6.30pm

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

AGM closed: 6.46pm

 (President); date 22.2.23
 (This is an accurate account of the meeting)

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