

GOVERNOR STIRLING SHS P&C ASSOCIATION
Term 3 Executive Meeting Minutes
Friday, 26th August 2022
9:30am – Conference Room

1. Meeting open: 9:35am

2. Attendance and Apologies:

Attendance: Pasco Putrino (Principal), Chris Morris (President), Nicolette Punaivaha (Vice President), Andrew Rodgers (Treasurer), Alex Ellis (Secretary), Martin Anderson (Exec).

Apologies: Nil

3. To change the bank signatories of the GSSHS P&C bank accounts as per the Constitution - Mandatory = President, Vice President, Secretary and Treasurer. Optional = 1 other Executive Committee member appointed at the AGM.

MOTION: To remove the following Banking Signatories from the GSSHS P&C Account:

- Heather Nicholson
- Soren Jensen
- Henry Garlick
- Karen Clark

Moved Andrew Rodgers. Seconded Chris Morris. All in favour.

MOTION: To add the following Bank and Online Banking Signatories to the GSSHS P&C Account:

- Chris Morris (President)
- Nicolette Punaivaha (Vice President)
- Andrew Rodgers (Treasurer)
- Alex Ellis (Secretary)
- Martin Anderson (Exec)

Moved Andrew Rodgers. Seconded Chris Morris. All in favour.

4. MOTION: To place a Cap on Monthly Spend for P&C Canteen sub-account valid until the next AGM. Item was discussed and agreed further information needed to be obtained before giving concrete figures for spending caps. Until this time, agreed to a reserve amount of 50% of account balance to stay in account.

ACTION: Andrew and Chris to meet with Canteen staff and bookkeeper re: spending/ordering structures of the canteen, and to improve governance of Canteen account spending. To also consider Business Analyst/overseer of this process as P&C Committee have enough roles already. To then feedback to Term 4 General Meeting.

Moved Andrew Rodgers. Seconded Chris Morris. All in favour

5. MOTION: Update Funds Usage Policy. Chris amended Funds Usage Policy, and all present read and made updates, especially in regards to pathways to make a funds application (eg student/staff requests for funding to go through School Executive (Principal) first).

ACTION: Chris to amend Funds Usage Policy with changes, and circulate at Term 3 Meeting. Alex to create a P&C Grants Register. To think of having Funds tab on GSSHS webpage in future.

Moved Andrew Rodgers. Seconded Chris Morris. All in favour

Meeting close: 10:45am

Next meeting: Term 3, Monday, 29th August 2022