
MINUTES
OF THE 2020 ANNUAL GENERAL MEETING
P&F IONA COLLEGE

9th November 2020

1. **WELCOME**
2. **OPENING PRAYER** **Fr Michael Twigg OMI**
3. **APOLOGIES** as per sign on sheet.
4. **MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING** Jackie Vickers and Lynette Minette
5. **PRINCIPAL'S REPORT**
6. **RECTOR'S REPORT**
 - a. Gratitude that everyone is agile and flexible, we can and do overcome things. Horror year, still find that there is positive things to look forward to. To some up Community is a verb not a noun. Greater perspective, looking forward to 2021 Year book currently being printed.
7. **PRESIDENT'S REPORT**
 - a. Started off the year with a BBQ, cancelled due to rain.
 - b. Colour run – thank you to Sue Muir – last covid free event
 - c. Covid hit and shutdown every thing.
 - d. P and F changed to Zoom as required, wanting to have the ability for next year, but look at continuing the option for next year
 - e. Turn of soil for new building
 - f. First aid ambulance buggy
 - g. Two dads and lads events – had concerns, but pleasantly surprised. Was amazing, thank you to the team, Braydon Teece for taking charge. Two great speakers,
 - h. Thank you to Paul Kirn for his work as Treasurer thank you gift.
 - i. Thank you to Ros Copson – 20 years as parent at IONA, part of the community, Music, Drama, - she has no brothers, 3 sons, school has always been there for her.
8. **TREASURER'S REPORT**
 - a. Good evening hard year with fundraising. Were able to have a small surplus.
 - b. Organisation didn't make a lot. Still made contribution to wellbeing.
 - c. Obtained a grant through govt infrastructure for medical golf cart
 - d. 20025 given to the school
 - e. Two events, lads and dads, welcome BBQ and colour run.
 - f. Auditor made a few comments response submitted item 3 as per auditor request.
 - i. Damian and Paul stayed as signatures on account

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- ii. Paul signed checks to himself, used a third signature
 - iii. Auditor Comments
 1. Signatories were unable to be changed to due issues with COVID = to be corrected for 2021. Amendments made to allow more online banking also.
 - a. To be corrected for 2021 as change of Dean of Community also requires signatory change.
 2. It was noted that the Treasurer could have signed cheques for reimbursement of expenditure with another signatory. The Treasurer was aware of the risk and ensured that a 3rd signatory was used when seeking reimbursement for their expenses.
 - a. Process to be modified as soon as possible.
 3. Some of the supporting documentation for revenue was difficult to access. Ensure that Treasurer receives all supporting documentation for revenue and expenditure.
 - a. This is in relation to the grant and Entertainment Books. Change of guard will ensure this is rectified and caught earlier.
 4. It was noted that no reports for the supporters groups were provided.
 - a. Supporters groups have no finances through the P and F, their role is only in reporting and sharing information with parents. The school manages their banking needs.

9. PRESENTATION OF 2020 AUDITED ACCOUNTS

- a. Approved Jackie Vickers Christy Gracias

10. APPOINTMENT OF 2021 AUDITOR

11. Appointment of auditor for 2021 – Total Audit Services \$792.00

- a. Approved Paul Kirn Jackie Vickers

12. MUSIC SUPPORTERS 2020 REPORT limited report due to Covid

13. SPORTS SUPPORTERS 2020 REPORT limited report due to Covid

14. CATHOLIC SCHOOL PARENTS QLD 2020 REPORT limited report due to Covid

15. DECLARATION OF EXECUTIVE POSITIONS VACANT

Father Michael declared all the seats vacant.

16. ELECTION OF NEW EXECUTIVE POSITIONS (President, Vice President, Treasurer, Secretary, Executive Committee)

The Executive are as follows

- President – Jeff Anderson

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- Accepted Jackie Vickers and Ros Copson
 - Vice President – Geoff Harrison
 - Accepted Narelle Hamilton and Ros Copson
 - Treasurer – Peter Stone assisted by Anne Stone as ex officio supported as general member without any Signatory access to accounts.
 - Paul Kirn and Narelle Hamilton
 - Secretary – Christy Gracias
 - Accepted Jackie Vickers and Narelle Hamilton

New Executive need to be given permission to organise to be signatories on the bank account. Accepted Narelle Hamilton Sue Muir

General Committee Member

Anne Stone

Sue Muir

Paul Kirn

Narelle Hamilton

Bronwyn Housego

Lynette Minette

17. GENERAL BUSINESS

- a. Minor Changes to constitution to allow for following
 - i. Allowance that meetings can be online and decisions binding
 - ii. Allowance that Fr Michael and Mr Trevor Goodwin, both have Ex Officio status, including voting. Should have been changed when Role of Principal and Rector was spilt.
 - iii. Allowing changes to how finances are managed so that we stay abreast of current banking standards. This will allow us to have internet banking and any other changes that become standard without having to modify our Constitution each time.
- b. A copy of the new Constitution is attached.

18. NEXT AGM NOVEMBER 2021

19. CLOSE MEETING
