Minutes of Special Resolution Meeting of FMAHS*
PT & F Association Incorporated
Monday 16th May 2016

Opened: 7.02pm

Present: Nicole Devine, Caron Lasscock, Rachel Barnes, Julie Lynch, Jodie MacTavish, Justine George, Belinda Cowell, Sarah Reay, Fiona Chisholm, Jo Butler & Clint Gallagher

Apologies: Collette Ginman, Greta Wellham & Michelle Hanigan

Previous minutes were passed as true and correct with the following amendment: Michelle Hanigan noted as an apology. Passed: Caron Lasscock Seconded: Julie Lynch

Business Arising
- Duncan Taylor & Bronwyn Taylor visited the school. Duncan was impressed with our school and will be introducing a new piece of software which will assist the school with financial management of the farm.
- Shaun Hanigan sadly lost his battle with cancer. Nicole Devine attended the funeral representing the PT&F and passed on our condolences to the Hanigan Family.
- Justine George has finalised and paid all NSW Fair Trading requirements. Motion was passed to reimburse Justine George for the amount of $174.70 which was paid to NSW Fair Trading. All agreed, no objections - motion passed. Nicole Devine to arrange reimbursement, when new signatories to account have been finalised.
- Nominations received for the positions of Secretary and Treasurer. To be discussed in general business.

Correspondence In:
- Sarah Reay – nomination for position of Treasurer.
- Nicole Devine – nomination for position of Secretary
- CBA – Cheque Account Statement
- Letter from Jenni Carlon – Baseball Cap
- Letter from Kathryn Hertslet – videoconferencing
- Letter from Greta Wellham – P&C Affiliation

Correspondence Out:
- School wide email sent informing of Special Resolution meeting and calling for nominations for positions of Secretary and Treasurer of Farrer PT&F

Treasurers' Report:
- No financial report presented (no transactions since last meeting).
- Account balance presented in the form of CBA Cheque Account Statement.

Principals Report:
- As attached.
- Principal Report accepted by Caron Lasscock, and seconded by Jodie MacTavish
General Business:

- Nominations were called for the position of Treasurer of the Farrer MAHS PT&F Assoc. Inc. – Nomination received from Sarah Reay, with no other nominees. Motion moved that Sarah be accepted as Treasurer with 9 votes for, 1 abstained. Motion passed.
- Nominations were called for the position of Secretary of Farrer MAHS PT&F Assoc. Inc. – Nomination received from Nicole Devine, no other nominees for the position. Motion moved that Nicole be accepted as Secretary, 10 votes for with no objections. Motion passed.
- Nicole Devine to arrange new banking signature authority for PT&F accounts with CBA, and provide copy of minutes, letter to CBA with new positions and form. Motion was moved that Caron Lasscock in her position of Vice President of Farrer MAHS PT&F Assoc. be third signatory on account. All agreed with no objections. Motion passed. Nicole Devine to arrange change of signatories with Sarah Reay and Caron Lasscock.
- In lieu of flowers for the passing of Shaun Hanigan, Nicole Devine informed attendees that Shaun had asked for donations to the North West Cancer Centre. This was discussed and the committee felt that they would like to do something to directly help the family, and ideas and various amounts were discussed. As a result a motion was moved that an Australia Post Visa Card for $500 be purchased and given to Michelle Hanigan on behalf of the Farrer PT&F. All agreed, with no objections. Nicole Devine to arrange when change of signatories has been completed.
- Greta Wellham raised the question of becoming affiliated with the P&C Association rather than being an incorporated association with NSW Fair Trading. A brief background/history was given to attendees as this issue has been raised and discussed in previous years. The P&C Assoc. require fees paid per child that attends the school, and financial records require auditing and need to be sent off to the P&C Federation. With NSW Fair Trading no auditing is required and a small annual fee (approx. $35) is required. Farrer PT&F Assoc. hold a different position within Farrer than most P&C/PT&F Assoc. hold at other schools as we have the support of the School Council and School. Also being part of incorporation protects the committee members from being personally liable. The Farrer MAHS PT&F do however hold their public liability insurance with the P&C Federation. A motion was moved that the Farrer MAHS PT&F Assoc. Inc. remain affiliated with NSW Fair Trading. 10 votes for, 0 against. Motion passed.
- Last year we had a request that PT&F meetings be available via videoconferencing to accommodate for parents that cannot physically attend meetings due to distance. When the issue was last raised the school did not have the technology to provide this as videoconferencing was only available from school to school, which would mean for those wanting to attend they would need to be in their local public school. Farrer had a technology upgrade in the last 3 months and the technology would now be available to host videoconferencing. Clint to discuss with Caleb (IT) and provide committee with update at next meeting.
- A request was received from a parent to discuss a Farrer Baseball Cap becoming part of the non-compulsory school uniform. The suggestion is being put forward as another option for sun safety as it was observed that few of the senior boys wear the current bucket hat, and thought that they might be more open to wearing a baseball cap. While it was recognised that the majority of skin cancer issues on the head are the nose and ears, and a cap would not fully provided adequate protection for both of those areas it was felt that some protection was always better than no protection. All uniform changes need to be taken to School Council for approval. A motion was moved that Nicole Devine take the proposal of a Farrer Baseball Style Cap uniform addition to School Council. 5 for, 4 against, 1 abstained. Motion passed.
- Clint informed that there is no announcement at this time in regards to the Archie Hunt Memorial Shield game.
- Border Deputy Position has been advertised, and interviews have taken place. Mark Roseby was the parent representative on the selection panel. No announcement at this stage.
- Current constitution was discussed at length and went through each point individually; with reference to Associations Incorporation Act 2009 (all attendees had access to copies of all documentation). A number of recommendations and changes where moved with no objections received from attendees. Nicole Devine to formally update Farrer MAHS Constitution prior to next meeting with changes moved in meeting and ensure compliance with NSW Fair Trading.

Meeting Closed: 8.38pm

Next Meeting: Monday 20th June 7pm in the Old Boys Clubhouse.

- These minutes are to be considered a draft, until passed as true and correct at the next general meeting