

**Turner School Parents & Citizens  
Association  
Minutes of the 2016 Annual General Meeting 17 February 2016  
(Turner School Library)**

**Present**

Helen Bell (President)  
David Dunstan (Public Officer)  
Robert Edwards (Board Chair)  
Percy Bell  
Steve Paton  
Robyn Watson (Deputy Principal)  
Sam Hardwick (Staff)  
Jo Padgham (Principal)  
Damien Ellwood  
Greta Doherty (Secretary)  
Nirmal Farrington  
Heather Kettle (Treasurer)  
Diane Jones  
Kirsty Westaway (Board Member)  
Clem Jones (Minute Secretary)  
Jodi Wood  
Ephraim Grunhard (Vice President)  
Ilea Buffier (Assistant Treasurer)  
Trish Morton  
Jingli Xu  
Jen Faul (Staff)

**Welcome**

The meeting was opened by the outgoing President, Helen Bell at 7.35pm who thanked everyone for attending.

**Apologies**

Robyn Thurecht

**Acceptance of minutes of the 2014 Annual General Meeting**

Moved Helen Bell, seconded Heather Kettle, that the minutes of the 2015 AGM be accepted.  
Carried.

**Reports**

**President**

The President, Helen Bell, thanked everyone for being part of the Turner P&C. She said the 2015 highlights for her were the support and the sense of achievement; the donation of \$5000 to the SRC towards their priorities; support of our kids to attend Pegasus; helping fund the travel costs of students attending regional and national events; the bringing of music to the playground; the purchase and installation of fairy garden arches; the continued success of the class parent contact scheme; donation to the artists and writers festival, and the school fete which raised

over \$24,000. Helen finished by thanking all those who attended P&C meetings throughout the year and who shared their ideas for making Turner School an even better school.

A full copy of the President's report is at Attachment A

### **Treasurer**

The Treasurer, Heather Kettle, presented the audited financial statements for 2015 and reported that there was just over \$35,000 in the bank. She said that there was a slight surplus over budget due to the decision to defer work on the bicycle racks and the less than anticipated number of students attending national and regional events.

Moved, Helen Bell seconded Ephraim Grunhard that the Treasurer's Statement be accepted. Carried.

The Committee agreed that the 2015 list of Authorised Signatories to operate the P&C accounts were appropriate to operate during 2016.

A copy of the 2015 Audited Financial Statement is at Attachment B.

### **Principal**

The Principal, Jo Padgham, reported that 2015 had so many successes and highlight and she thanked all the dedicated parents, grandparents and family members who worked in so many ways to ensure the children have the best possible school environment. She thanked those who had roles on the P&C, the Board, the Class Parent Contact group and all those involved in the very successful fete. Jo also thanked all the class volunteers, sports volunteers, chicken and garden rosters volunteers, the parents involved in the coding group as well as those offering expertise, time and passion to the Artists and Writers festival. Jo said that the high levels of parental engagements at Turner school make it a dynamic school.

Jo also reported that the Voluntary Contributions exceed the target of \$15,000 as well as a record year of contributions to the Library Fund.

Finally, Jo said that she and the staff very much appreciated the 'thank you's' received from parents and students throughout the year. 2015 was a hard year with the death of a teacher, Leanne Lucas and the school community's support was wonderful.

### **Election of 2016 Office Bearers**

Helen Bell withdrew as Chair and Jo Padgham took over as Chair declaring all positions vacant and calling for nominations for the election of the 2016 Office Bearers.

#### ***Public Officer***

Nominations: David Dunstan - nominated by, Helen Bell, seconded by Clem Jones. Elected unopposed.

#### ***Minute Secretary***

Nominations: Clem Jones - nominated by Helen Bell, seconded by Heather Kettle. Elected unopposed.

**Secretary**

Nominations: Greta Doherty - nominated by Clem Jones, seconded by Heather Kettle.  
Elected unopposed.

**Treasurer**

Nominations: Ephraim Grunhard - nominated by Helen Bell, seconded by Kirsty Westaway.  
Elected unopposed.

**Vice President**

Nominations: Heather Kettle – nominated by Helen Bell, seconded Greta Doherty. Elected unopposed.

**President**

Nominations: Helen Bell – nominated by, Ilea Buffier, seconded Heather Kettle. Elected unopposed.

**Assistant Treasurer**

Nominations: Ilea Buffier – nominated by Helen Bell, seconded Robert Edwards. Elected unopposed.

**ACT P&C Council Representative**

Overlooked and nominations will be called for at the March 2016 meeting.

**Class Parent Contact Rep**

Nominations: Robyn Thurecht - nominated by Helen Bell, seconded by Greta Doherty. Elected unopposed.

**Non-appointed positions****Grants Officer**

Nominations: Trish Morton - nominated by Helen Bell, seconded by Greta Doherty. Elected unopposed. Helen Bell offered to assist with this role.

**Fundraising coordinator**

No nominations were received; however a number of parents indicated a willingness to work as part of a fundraising team. The position of coordinator was deferred to the March 2016 P&C Meeting.

In addition the Committee was asked if there was provision for a pre-school representative on the P&C Committee. The Chair advised that all pre-school parents/cares are invited to attend P&C meeting.

Jo Padgham congratulated all the elected 2016 Office Holders, thanked all the outgoing Office Holders and handed the Chair back to Helen Bell.

**Close of AGM Meeting**

There being no further business, the 2016 Annual General Meeting was closed at 7.50pm.

P&C President's report – AGM February 2016

Thanks to everyone for being part of the Turner P&C. It has been wonderful to be part of the P&C community over the last two years as president.

Looking back on 2015, the highlights for me were the support and the sense of achievement. We had a huge year.

We gave the SCR \$5000 to spend towards their priorities and it's great to see the bean bags, the sports equipment and the sand toys being used. I'd like to thank the SRC for helping to distribute the money we all worked so hard to make last year.

We've supported our kids attending Pegasus once again. Thank to James and Jo we have secured additional sponsorship for each child via the Lions Club, so we were able to give each child \$500 towards their costs.

We have helped fund the travel costs of our kids who have been chosen to represent the school at regional and national events.

Jodi helped us bring music to the playground. Clem, Di, Warwick and their band of happy helpers commissioned and installed the fairy arches creating an imaginative play area for our children. And we purchased additional seating.

Robyn and Anne have led a team of class parent contacts to connect parents and host social events throughout the year.

We gave the school \$2000 towards the artists and writers festival which brought so much excitement and joy to the children and families.

And under Heather's leadership with the support of SO MANY volunteers we hosted the fete, netting \$24,000 so we can do it all again in 2016!

I'd like to thank everyone who has taken the time to come along to the P&C meetings throughout the year and those who have shared their ideas on how we can help to make Turner an even better school. When I became president in 2014 I set out a strategy of providing opportunities to contribute to the school while having fun. It's working well.

**TURNER P&C ASSOCIATION INC**  
**Statements of Receipts and Payments for the year ended 31 December 2015**

<u>Operating Account</u>	2015	2014
<b>Receipts</b>		
Fundraising	30932.20	30,180.95
School Cookbook sales	4225.00	
Interest	33.65	200.32
From Business Online Saver	21500.00	16,000.00
	<u>\$ 56,690.85</u>	<u>\$ 46,381.27</u>
<b>Payments</b>		
Affiliation Council P&C	556.38	547.47
Annual return	-	80.00
Audit	160.00	160.00
Fundraising Expenses	6987.00	10,190.29
Bank Charges	5.03	-
Sundry Expenses (gifts etc)	250.00	633.75
Insurance	715.00	660.00
Teacher's Day breakfast	156.57	-
Contribution to School	15771.00	28,563.62
Landscaping master plan expenses	2759.00	-
School Cookbook expenses	3982.00	-
Student Donations	3250.00	
To Business Online Saver	25000.00	22,836.80
	<u>\$ 59,591.98</u>	<u>\$ 63,671.93</u>
<b>Net Surplus / (Deficit)</b>	<u><u>-\$ 2,901.13</u></u>	<u><u>\$ (17,290.66)</u></u>
<b><u>Business Online Saver Account</u></b>		
<b>Receipts</b>		
From Operating Account	25,000.00	22,836.80
Interest	371.92	663.28
TFN Withholding Tax Refund	0.00	93.00
	<u>\$ 25,371.92</u>	<u>\$ 23,593.08</u>
<b>Payments</b>		
TFN Withholding Tax	0.00	93.00
To Operating Account	21,500.00	16,000.00
	<u>\$ 21,500.00</u>	<u>\$ 16,093.00</u>
<b>Net Surplus / (Deficit)</b>	<u><u>\$ 3,871.92</u></u>	<u><u>\$ 7,500.08</u></u>
<b><u>Library Fund</u></b>		
<b>Receipts</b>		
Contributions	0.00	25.00
Interest	0.12	6.40
	<u>\$ 0.12</u>	<u>\$ 31.40</u>
<b>Payments</b>		
Donations to Library	25.99	1,117.72
	<u>\$ 25.99</u>	<u>\$ 1,117.72</u>
<b>Net Surplus / (Deficit)</b>	<u><u>-\$ 25.87</u></u>	<u><u>-\$ 1,086.32</u></u>
<b>Net Surplus / (Deficit) for the year</b>	<u><u>\$ 944.92</u></u>	<u><u>\$ (10,876.90)</u></u>

**TURNER P&C ASSOCIATION INC**  
**Balance Sheet as at 31 December 2015**

	2015	2014
<b>Assets</b>		
<b>Special Purpose Funds</b>		
Library Fund Account ( <i>closed in 2015</i> )	\$ -	\$ 25.88
<b>Operating funds</b>		
P & C General Account	\$ 2,995.66	\$ 5,896.78
Business Online Saver Account	\$ 32,069.68	\$ 28,197.76
	<u>\$ 35,065.34</u>	<u>\$ 34,120.42</u>
<b>Liabilities</b>		
Creditors	<u>-</u>	<u>-</u>
<b>Net Assets</b>	<u>\$ 35,065.34</u>	<u>\$ 34,120.42</u>
<b>Members Equity</b>		
Accumulated Funds as at 1 January	\$ 34,120.42	\$ 51,473.12
Surplus / (Deficit) for the year	\$ 944.92	-\$ 17,352.70
<b>Equity as at 31 December 2015</b>	<u>\$ 35,065.34</u>	<u>\$ 34,120.42</u>

**Auditor's Report**

I have examined the books and records of the Turner Primary School P & C Association Incorporated for the year ended 31 December 2015, including the General Account and the Library Fund (closed during 2015) and report as follows:

1. It is not practicable to establish control over income such as fundraising receipts, sundry income and donations until entry into the accounting records. My audit relating to this income was limited to the amounts recorded.
2. Subject to the comments above, in my opinion:
  - a) I have obtained all the information and explanations which to the best of my knowledge and belief, were necessary for the purposes of my audit,
  - b) to the best of my information, the attached Balance Sheet as at 31 December 2015 and Statement of Receipts and Payments for the year ended 31 December 2015 are drawn up in accordance with generally accepted accounting principles and provide a true and fair view of the financial affairs of the Association for that period, and
  - c) the accounts are properly drawn up in accordance with the Australian Accounting Standards so far as they apply to the Association.

  
 FA Langford BA(Acc)

12 February 2015