

# Notice

## BPS P+C Association

### Annual General Meeting (AGM)

### 2017

#### Background

Under the BPS P+C Association Constitution, an Annual General Meeting (AGM) must be held once in every Calendar year.

The AGM will be held at **7:00pm** on **Wednesday 5 April 2017** in the **BPS staff room**.

The AGM is advertised to the whole school community and all P+C Association Members at least 14 days prior to the meeting.

A copy of the AGM Agenda is attached to this Notice. In short, the AGM comprises a set of Business Items:

- Minutes of previous AGM
- President's Annual Report
- Treasurer's Annual Report
- Audited Statement of Income & Expenditure (certified)
- Appointment of Auditor for the relevant year

This is then followed by the election of Office Bearer and other P+C positions.

**All P+C Office Bearers and Subcommittee Co-ordinator positions become vacant** at the AGM and can be filled by nomination. The positions to be made vacant are as follows:

#### Office Bearers

- The President
- The Vice President (x2)
- The Treasurer
- Secretary

#### Subcommittee Co-ordinators

- Communications / Events Co-ordinator
- Canteen Co-ordinator
- Canteen Liaison / Roster Co-ordinator
- Band / Choir Liaison Co-ordinator
- Playground Upgrade Committee Co-ordinator
- Balmain Fun Run Committee Co-ordinator

All nominees for vacant positions must be Members of the BPS P+C Association. Additional information on the AGM can be found on the PBS website and P+C link

## **2017 P+C Annual General Meeting**

**Wednesday 5 April 2017**

**7.00pm to c8.00pm, School Staff Room**

### **Acknowledgement of Country**

We acknowledge the traditional custodians of the land on which we meet this evening, the Wangal people of the great Eora nation. We pay our respects to Aboriginal people past and present and extend that respect to any Aboriginal people here this evening.

### **2017 P+C AGM BUSINESS ITEMS**

- |  |                       |
|--|-----------------------|
| <b>1. Welcome and Introductions</b>                            | <b>Robert Bennett</b> |
| <b>2. Apologies / Proxies</b>                                  | <b>Robert Bennett</b> |
| <b>3. Previous AGM Minutes (2016)</b>                          | <b>Robert Bennett</b> |
| <b>4. President's Annual Report (2016)</b>                     | <b>Robert Bennett</b> |
| <b>5. Treasurer's Annual Report (2016)</b>                     | <b>David Finlay</b>   |
| <b>6. Audited Statement of Income &amp; Expenditure (2016)</b> | <b>David Finlay</b>   |
| <b>7. Appointment of Auditor (2017)</b>                        | <b>David Finlay</b>   |

**Close of 2017 P+C AGM Business Items**

### **2017 P+C ELECTIONS**

**Maria Lambos  
(Returning Officer)**

#### **1. Election of P+C Office Bearer positions:**

- The President
- The Vice President(s)
- The Treasurer
- Secretary

#### **2. Election of P+C Subcommittee Co-ordinator positions:**

- Events Co-ordinator
- Canteen Co-ordinator
- Canteen Liaison / Roster Co-ordinator
- Band / Choir Liaison Co-ordinator
- Playground Upgrade Committee Co-ordinator
- Belle Property Balmain Fun Run Committee Co-ordinator

**End of 2017 P+C AGM.**