



**BHNPS P&C AGM Agenda**

Tuesday Feb 21, 2023

7.30 pm via Zoom

• **Welcome and Administration**

7.30pm sharp

- Welcome and Acknowledgement of Country. P&C President
- Attendees and apologies
- Notes – Comments from the Meeting chat may be included where appropriate in the record of minutes.
  - This meeting is the meeting that was deferred from 22/11/22.
- Please use Mute unless called on to speak

Item	Issue/Topic /Updates	Responsibility
1	Motion – THAT the minutes of the previous Annual General Meeting, held 16 <sup>th</sup> November 2021 be confirmed as a true record account of the proceedings at the meeting.	LH - President
2	Matters arising from those minutes	
3	Executive members to give brief reports – Please hold any questions to the end of each report. We will call for questions or you can put in chat. e.g. “question – President”	
3-1	Presidents Report	LH
3-2	Treasurers Report	KI
3-3	Uniform Shop Report	OL
3-4	Grants Report	DW
4	Meeting turned over to Returning Officer Graham Holmes for Election of Office Bearers	LH
5	Returning officer thanks outgoing 2022 executive Declaration that all positions are now vacant and election held	GH
6	Election of executive office bearers 2023. The returning officer to call for nominations <ul style="list-style-type: none"><li>• President</li><li>• Vice President (1 or 2)</li><li>• Secretary</li><li>• Treasurer</li><li>• Grants co-ordinator</li><li>• Supernumerary executive officers (number to be advised)</li></ul> Process <ul style="list-style-type: none"><li>▪ Graham Holmes will conduct election with Sue Taylor helping and recording.</li><li>▪ GH will list each position.</li></ul>	GH



Baulkham Hills North Public School  
**Parents & Citizens Association**

	<ul style="list-style-type: none"><li>▪ If you want details of positions, please ask</li><li>▪ GH will call for nominations<ul style="list-style-type: none"><li>▪ Use the chat (all) to nominate someone or self-nominate or you can unmute. State your name\</li><li>▪ Secorder – state your name or put in chat</li></ul></li><li>▪ GH will ask nominated person if they accept</li><li>▪ GH will call for further nominations – same process</li><li>▪ If only a single nomination, GH will declare them elected</li><li>▪ If election required, each paid up attendee is entitled to vote<ul style="list-style-type: none"><li>▪ To vote, use chat</li><li>▪ GH and ST to be scrutineers</li><li>▪ You have 2 minutes to cast your vote</li><li>▪ Result will be declared</li><li>▪ Any unfilled positions will be carried over.</li></ul></li></ul>	
7	Control of meeting returned to 2023 President for closure	

• **Meeting Dates 2023 P&C**

The February P&C General meeting following the AGM will be 21<sup>st</sup> February 2023

**Noting**

• **Meeting End**

**8pm**

DIAH V2 14/11/2022

V3 02/02/23