

YANGEBUP FAMILY CENTRE INC. (YFC Inc)
AGM Meeting Minutes: Tuesday 24th October 2017

Open: The Annual General Meeting of the YFC Inc was opened at 7.45pm in the meeting room

Present: Jane Miller, Susanne Henderson-Kessen, Kerry Fryers, Joni Gephart, Maria Quaggan, Emma Kelly, Anna Agnew, Ann Gerlach, Veronica Kilrain, Julie Taylor, Samara Jelinek, Samantha Williams.

Apologies: Clory Carello

Correspondence: None

Confirmation of Previous Minutes: Ann Gerlach and Joni Gephart confirmed the minutes of the AGM held Tuesday 25th October 2016 and to be true and proper record.

Declaration of Conflict of Interest: None.

Business Arising from Previous Minutes:		
Item	Action	Committee Resolution
None		<i>None required</i>

Chairpersons Report:		
Item	Action	Committee Resolution
Tabled as per written report in the YFC Inc Annual Report 2016/2017.		<i>Accepted Maria Seconded Samara</i>

Treasurers Report:		
Item	Action	Committee Resolution
Treasurer presented the financial position for YFC Inc as at 30 June 2017.	Refer to the YFC Inc Annual Report 2015/2016 for full report, including (1) Income and Expenditure Statement and (2) Statement of Financial Position as at 30 June 2017	<i>Accepted Anna Seconded Maria</i>

Managers' Report:		
Item	Action	Committee Resolution
Manager provided an acknowledgement to those who support the YFC Inc, including staff, committee, user groups and major partners.	Refer to the YFC Inc Annual Report 2016/2017 for full report.	<i>Accepted Joni Seconded Ann</i>

Children's Services Report:		
Item	Action	Committee Resolution
Tabled as per written report in the YFC Inc Annual Report 2016/2017	.	<i>None required</i>

Election of New Committee		
Item	Nomination Process	Committee Resolution
Present committee stood down from positions and new nominations for all positions were called.		
Chairperson Election	Nomination: Maria Quaggan Moved: Joni Gephart and Seconded: Veronica Kilraz	Vote: Carried Unanimously
Vice Chairperson Election	Nomination: Joni Gephart Moved: Veronica Kilrain and Seconded: Anna Agnew	Vote: Carried Unanimously
Secretary Election	Nomination: Kerry Fryers Moved: Joni Gephart and Seconded: Ann Gerlach	Vote: Carried Unanimously
Treasurer Election	Nomination: Vacant	
Committee Member Election	Nominations: Ann Gerlach, Anna Agnew, Veronica Kilrain Moved: Maria Quaggan and Seconded: Joni Gephart	Vote: Carried Unanimously

Authorisation for signatories of bank accounts:		
Item	Action	Committee Resolution
Authorised signatories: Maria Quaggan, Joni Gephart, Samantha Williams and Julie Taylor.	Add Maria Update when treasurer sourced	Vote: Carried Unanimously

Appointment of Auditor for 2016/2017:		
Item	Action	Committee Resolution
Proposed Auditor: Conley Manifis	William Buck Pty Ltd to be engaged for YFC Inc for 2017/2018 for a review with a full audit biannually.	Vote: Carried Unanimously

Special Resolution to Alter the Rules (Constitution):		
Proposed Item	Proposed Alteration (Action)	Committee Resolution
9.7. Special General Meeting	The Secretary shall call a Special General Meeting of the Association within Twenty-One (21) days of receipt of a directive of the committee or the written request of at least 20% of members, such a request being signed by the members and specifying the business to be carried out at the meeting.	Vote: Carried Unanimously

Meeting Closed:	Meeting Closed at 8:15pm
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Minutes Signed once confirmed as true and accurate;

Meeting Chair: (Name & Sign) Date: Secretary: (Name & Sign) Date: