

YANGEBUP FAMILY CENTRE INC. (YFC Inc)
 AGM Meeting Minutes: Tuesday 22nd October 2019

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

Present: Jacinta Rebola – Thompson, Helen Redmond, Tracy Pearson, Anna Agnew, Joanne McGillivray, Veronica McDonald, Kym Maloney, Sanja Tesic, Maria Quaggan and Sam Williams

Apologies: Ann Gerlach, Kasey Lewis, Julie Taylor, Chontelle Sands, Tom Winembar

Correspondence: None

Confirmation of Previous Minutes: Jacinta Rebola – Thompson and Helen Redmond confirmed the minutes of the AGM held Tuesday 23rd October 2018 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
<p>Tabled as per written report in the YFC Inc Annual Report 2018/2019.</p> <p>Highlights shared regarding commitment to Tender process and hard work of all staff and committee members; welcome to Community Development Officer and successful collaboration through CoDesign process.</p>		<p><i>Accepted Jacinta</i></p> <p><i>Seconded Helen</i></p>

Treasurers Report:		
Item	Action	Committee Resolution
Treasurer presented the financial position for YFC Inc as at 30 June 2019. Full audit planned for end of 2019/2020 financial year		<i>Accepted Maria Seconded Jacinta</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 2018/2019 for full report.		<i>Accepted Veronica Seconded Helen</i>

Children's Services Report:		
Item	Action	Committee Resolution
Tabled as per written report in the YFC Inc Annual Report 2018/2019 Acknowledged recruitment of Robyn Hilton as the new Early Childhood Teacher who joined in July 2019.	.	<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	Vote: Carried unopposed
Vice Chairperson Election	Nomination: Anna Agnew	Vote: Carried unopposed
Secretary Election	Nomination: <i>Open Position</i>	Vote:
Treasurer Election	Nomination: Tracy Pearson	Vote: Carried unopposed
Committee Member Election	Nominations: Ann Gerlach, Jacinta Rebola – Thompson, Helen Redmond, Veronica McDonald and Kym Maloney.	Vote: Carried Unanimously

Authorisation for signatories of bank accounts:		
Item	Action	Committee Resolution
Authorised signatories: Maria Quaggan, Tracy Pearson, Samantha Williams and Julie Taylor.		Vote: Carried Unanimously

Appointment of Auditor for 2018/2019:		
Item	Action	Committee Resolution
Proposed Auditor: Conley Manifis	Conley Manifis to be engaged for YFC Inc for 2019/2020 for a full audit (biannually).	Vote: Carried Unanimously

Meeting Closed:	Meeting Closed at 8:32pm
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Minutes Signed once confirmed as true and accurate;

Meeting Chair: (Name & Sign)

Date:

Secretary: (Name & Sign)

Date: