



Yangebup Family Centre Inc.

11 Dunraven Drive, Yangebup WA 6164 | Phone: (08) 9417 9995 | www.yangebupfamilycentre.org

YANGEBUP FAMILY CENTRE INC. (YFC Inc)

AGM Meeting Minutes: Tuesday 28 Oct 2025

Open:	<p>The Annual General Meeting of the YFC Inc was opened at 7:33pm in the activity room</p> <p>Acknowledgment of Country</p>
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Present:	<p>Tracy Pearson (Chair), Samantha Williams, Myrto Robert (Minute Secretary), Joanne McGillivray, Ann Gerlach, Cyla Maguire, Kelly Ellis, Rebecca Apelgren, Kuan Yin Lau, Deanne Bartlett, Pam Searle, Shenae Gaudet, Allice Wang, Marissa Verma, Leanne Deere (Returning Officer)</p>
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Apologies:	<p>Lyn Wright, Kym Maloney, Zoe Crowest, Shelley Granger, Nicola Todd, Julie Taylor, Nesci Ward</p>
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Correspondence:	<p>Nil</p>
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Confirmation of Previous Minutes:	<p>Cyla & Kelly confirmed the minutes of the AGM held Tuesday 15 Oct 24 and to be true and proper record.</p>
Declaration of Conflict of Interest from the 2024-2025 year:	<p>From November 2024</p> <ul style="list-style-type: none"> Cyla Treasurer of Playgroup WA Success Kelly general member of Mater Christi P&C <p>From February 2025 and ongoing</p> <ul style="list-style-type: none"> Shelley general member of Yangebup Progress Association Zoe general member of Beeliar P&C

Business Arising from Previous Minutes:		
Item	Action	Committee Resolution
Nil		

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Chairpersons Report:		
Item	Action	Committee Resolution
<p>Tabled as per written report in the YFC Inc Annual Report 2024/2025.</p> <p>Highlights:</p> <p>RAP inaugural launch</p> <p>Strategic Plan – key topics – Community Themes as per report</p> <p>Recognising Julie – 20 years as Finance Administrator & Salma - Educator for 12 years</p>		<i>Accepted Unanimously</i>

Treasurers Report:		
Item	Action	Committee Resolution
<p>Tabled as per written report in the YFC Inc. Annual Report 2024/2025</p> <p>Surplus \$41,008</p> <p>Highlights:</p> <p>Growth financially ~7%</p> <p>Wages increase</p> <p>Increase in fees, room hire, interests & grants</p>		<i>Accepted Unanimously</i>

Manager's Report:		
Item	Action	Committee Resolution
<p>Refer to the YFC Inc Annual Report 2024/2025 for full report.</p> <p>Highlights:</p> <p>Community workshops delivered for community members by community members</p> <p>Sustainability workshops delivered 9 workshops by 5 presenters and more than 120 participants</p> <p>Partnerships with CoC, CCC, YPA</p> <p>Great government support</p> <p>Special Thanks: David Scaife MLA for donation to improve the front of the Centre (landscaping, signage)</p> <p>Thanks to the committee members, staff & volunteers</p>		<i>None required</i>

Children's Services Report:		
Item	Action	Committee Resolution
<p>Tabled as per written report in the YFC Inc. Annual Report 2024/2025</p> <p>Highlights:</p> <p>New financial administrator; staff changes throughout the year in cleaning roles</p> <p>Policies reviewed frequently to ensure robustness and safety of children at all times</p> <p>Brekky n go initiative to encourage parents to provide feedback and input in the Centre</p>		<i>None required</i>

Community Development Report:		
Item	Action	Committee Resolution
<p>Tabled as per written report in the YFC Inc. Annual Report 2024/2025</p> <p>Highlights:</p> <p>Many events throughout the year – Blue Gum Montessori students providing food for share trolley, Food Connections, Dads & Kids evening, Community Eats</p> <p>Thanks to staff team & management members</p>		<i>None required</i>

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Election of New Committee		
Present committee stood down from positions, nomination forms have been received and provided to Returning Officer.		
Item	Nomination Process	Committee Resolution
Chairperson Election	Nomination: Tracy Pearson (seconded by Ann)	Vote: Carried, unopposed
Vice Chairperson Election	Nomination: Kelly Ellis (seconded by Cyla)	Vote: Carried, unopposed
Secretary Election	Nomination: Nesci Ward (seconded by Kelly)	Vote: Carried, unopposed
Treasurer Election	Nomination: Cyla McGuire (seconded by Ann)	Vote: Carried, unopposed
Committee Member Election	Nomination: Myrto Robert, Kym Maloney, Ann Gerlach, Nicola Todd, Julie Taylor, Zoe Crowest	Vote: Carried. Unanimously

Authorisation for signatories of bank accounts:		
Item	Action	Committee Resolution
Authorised signatories: Tracy Pearson, Samantha Williams, Joanne McGillivray, Rachael Chenhall, Lyn Wright, Cyla Maguire	Contact ANZ to reinstate Tracy Pearson Remove Lyn Wright	Vote: Carried Unanimously

Appointment of Auditor for 2025/2026:		
Item	Action	Committee Resolution
Next year Audit for 2025/2026	Appoint William Buck Audit (WA) Pty Ltd Level 3, 15 Labouchere Road South Perth, WA 6151	Vote: Carried Unanimously


Meeting Closed:	Meeting closed at 8:05
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Minutes Signed once confirmed as true and accurate;


Tracy Pearson

Meeting Chair

Date: 6/11/25


Myrto Robert

Meeting Secretary

Date: 6/11/25