

Churchlands Senior High School Foundation (Inc)



Minutes of the Meeting of the Board of Management of Churchlands Senior High School Foundation (Inc) held at EBM Insurance Brokers, 1162 Hay Street, West Perth at 5.05 pm on Monday, 20 May 2019

Present: **John Gillon** (Chairman)
Neil Hunt
Alan Bishop
Dudley Elliott
Nawal Leon Kurson
Helena Francis

In Attendance: **Arlene Thomas** (Secretary), **Nawal Leon Kurson** and **Helena Francis**

1. **Apologies**

Neil Hunt

2. **Confirmation of Quorum**

A quorum of 3 Board Members, as required by the Rules of the Foundation, was present and the meeting was formally opened at 5.05 pm following the AGM.

3. **Business arising from previous minutes**

Confirmation of minutes – circulated previously – if no queries or comments – John moved that the minutes be accepted – carried unanimously.

4. **Confirmation of the election of Board Members and election of Chair, Vice-Chair, Treasurer and Secretary**

it was unanimously resolved by separate and individual resolutions that each of: John Gillon (Chair), Neil Hunt, Alan Bishop (Vice Chair) and Dudley Elliott (Treasurer) be elected as members of the Board of Management and Arlene Thomas as Secretary.

5. **Correspondence In and Out**

Finances

Not much in the way of income and expenditure. Print outs of the 3 Accounts circulated. Confirmed bank balance \$690,000 - Cheque Account \$3,500; Term Deposits \$61, 000; Building Fund \$70,000.

6. Solar for Scholarships Project

Arlene provided an update in Neil's absence. Evaluation process still underway – two companies – business risk assessments being performed. School will be notified of the result, complete the report, approve and then award the contract. Then BMW take over. They could not give us a commencement date – Angelo's domain.

7. Music Scholarships

Music Scholarships been awarded – John and Alan thanked Dudley for going out and presenting the award.

8. Registration as a Charity

Dudley advised that on 25 April ACNC endorsed the Foundation as a Charity - Income Tax Exempt. The Foundation could not be endorsed until we had an ABN which was obtained 6 weeks later. Not exempt for that period. Dudley notified the ATO that no returns would be lodged for the period 2014 – 2018. ACNC website shows the Foundation non-compliant. Dudley to get that rectified. No further endorsement as DGR Building Fund was already in place – Dudley go back and check the conditions. ACNC - Income Tax Exemption -> ATO for DGR. Confirmed that we have DGR for the Building Fund.

The Foundation compliant with the rules and registrations; accounts are up to date. Need to get the Solar Project moving.

9. Funding Arrangement with School Regarding Solar Savings

An Agreement with the School been tabled at the last board meeting. John confirmed that the School Board has adopted it including the process of budgeting in the Annual budget on a calendar year basis. Measure the savings – 2019 work out the savings – budget it in the 2020 Accounts.

10. Potential New Board Members

Potential new board members – have currently not got anyone in mind - keep thinking about it.

11. Scholarships Programs

Helena researched programs on offer – found that it targeted mostly under graduates; however, did come across some for high school students – tabled and outlined the various programs on offer. Programs range from a week – to a year; from \$5,000 - \$14,000. Department regulations will need to be adhered to with regard to chaperons – simultaneous programs for staff and students – school saving the money, create a special Cost Centre for the Solar fund, will be governed by the sub-committee of the Board. Sub Committee to recommend it to the Board who would accept it; apply to the Education Department to approve the trip/program. John interested in leadership courses for staff and students – UN Australia Youth Program – short programs in WA, in Australia as well as overseas;

John Gillon to find out who organises similar programs at St. Mary's so we can speak to them to get feedback on the positives/short comings. Program to be promoted in a

positive way – don't want to be seen as an "elitist" program. Would like to see some other programs for Indigenous students, other skills not just leadership. Get feedback from students – see what they are interested in.
Great work – Helena commended.

Have a trial of a couple of programs for next year – fund it some other way as we won't have the funds from the Solar Project. Testing ground – find out the problems and loopholes. Helena to do some more work on this.

12. School Production

Dudley and John attended this year's School Production – better again this year than last year!

13. Foundation Booklet

Foundation Booklet – changes to the booklet – different type of paper, new bank account details updated. Helena to send John a PDF of the booklet.

14. Year of 1969 50th Reunion Celebration

Jane Barry (Alan's secretary) to contact Helena - Jane will send Helena what they have so far, get through all the barrier . Will be better than letting the Alumni take over.
Send out 'Save the Date' to the people on the data base once a date has been decided upon.

There were no other items of general business.

Meeting closed at 6.00 pm.

Signed as a true and correct record of the Meeting

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John M Gillon, Chairman