

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 5.00 pm on Wednesday, 21 August 2019

Present: **John Gillon** (Chairman)
 Bernie Dunn (Acting Principal)
 Alan Bishop
 Dudley Elliott
 Helena Francis

In Attendance: **Arlene Thomas** (Secretary)

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. John welcomed Bernie to the meeting in Neil Hunt's absence on sick leave.

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.

Program for Solar for Schools – Bernie informed the Board that the School & BMW are currently evaluating tenders – got a clear timeline – down to 3 Companies – expecting a positive outcome – hopefully by end of September.

4. **Correspondence In and Out**

John Gillon tabled a letter - addressed to the Principal by Dr John Morris – Foundation involved only with the Solar project - John suggested writing a letter to the appropriate person asking why it has taken so long- it has been 2 ½ years. Bernie to find out who is the best person for John to contact. RESOLVED that John Gillon (As Board/Foundation Member) will write to the appropriate person at Finance/BMW for an explanation as to the delay. The school to respond to Dr Morris's letter.

At the AGM, Constitution was changed – changed the year end. 19 August 2019 ACNC endorsed the Foundation as a Charity - Income Tax Exempt - retrospectively to 2 months of our formation date – previously everything was outstanding for the last 6/7 years – nothing outstanding anymore. information put on public record.

Draft Financial Statements - Balance Sheet & Profit & Loss – As at 30 June 2019 tabled. Tier 1 Organisation – turnover of less than \$250 000 - not required to have an audit or review unless requested by members to do so.

Cash, Term Deposit, Building Fund and a little bit of interest - \$700 000 in the bank account.

John thanked Dudley for his work in ensuring everything is up to date. Need to have an AGM within 6 months of 30 June. RESOLVED that the AGM be held on the same date as the next Foundation Meeting in November. Records to be corrected – Dudley to remove Kim Dopel and add Alan Bishop.

John queried when Nawal was returning from Maternity Leave – Due back on 4 November 2019. Helena to leave the Music Scholarship ready for Nawal – Helena has sent out letters to parents for financial assistance; deadline set for December – Nawal will review when she gets back.

Update on the Scholarship Program – Helena informed the meeting that Perth College and Kingsway Christian College – national camp on Leadership coming up in February 2020 – applications opening soon – an in house program – conducted in school – Perth College invited us to view the program being held in November – Kingsway CC running the camp in February – can cater for 300 students – 4 day camp \$5000 - \$6000. Another camp being held in Sydney – can also do in school program – at the next meeting, Foundation to decide whether we want our students to attend. Within our Constitution to do this.

8. General Business

Alan Bishop – Reunion update – 25 people have responded – Reunion to be held at the Wembley. Helena been a great help with doing the work for the Reunion – got it organised with Annette and Tracey – fixed the date for the 24th October – pay as you go. Challenge to beat last year's number. Advertise it on Event finder – free to use – section under WA. Information to be catalogued – mobile phone – best thing to have – network and stay in touch – girls with married names hard to track down. John Gillon to attend as School Board Chair. Tracey will also be attending.

Additional Board Members – Even though nothing much is happening, members to keep this in mind and if any one comes to mind, let John know.

There were no other items of general business.

Meeting closed at 5.40 pm.

Signed as a true and correct record of the Meeting

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John M Gillon, Chairman