

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 19 August 2020

Present: **John Gillon** (Chairman)
 Neil Hunt
 Alan Bishop (via Zoom)
 Dudley Elliott

Apologies: Helena Francis

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

1. **Welcome**

John welcomed everyone to the meeting.

2. **Apologies**

No apologies.

3. **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 5.15 pm.

4. **Confirmation of Minutes of Meeting held on 20 May 2020**

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

5. **Correspondence In and Out**

Business with BMW has been resolved. Funds refunded (\$49,257.74) will be used to offset the Foundation's contribution to the Solar Panel project. Copies of all invoices paid so far forwarded to John – Arlene to look at the final figure. Option 1 selected \$693,964.00 Foundation has transferred \$360,591.00; P&C contributed \$200,000. Invoices for \$670,834.30 and \$50,868.55 were paid in Aug/Sept. Balance of funds in the Foundation Account is approximately \$340,000. It will be necessary to measure how much power is being consumed and saved pursuant to the agreement between the School and the Foundation. Paul Forster of Solar Suite Pty Ltd (of which John Gillon is a Director and shareholder) is to work (at no cost) with the Foundation and the School to set up procedures and methodology for this to be calculated. The

School, through Solar Suite Pty Ltd, is participating in the Western Power Challenge where solar panels are turned off on Saturdays and Sundays between 11 am and 1 pm. Paul will arrange for automatic software to be installed to switch the system on and off during these periods and the payments made by Western Power will be split between the School and Solar Suite Pty Ltd.

The balance of funds in the account is to remain in a term deposit until the Foundation finds another project to undertake.

6. Music Scholarships

Arlene tabled Helena’s notes to the Foundation – Music Scholarship, Alumni Reunion covered. Alumni now has a page on the Churchlands website. Event to be organized to thank the Donors that contributed to the Solar Panel Project. Initial plans were to have a Morning Tea on the day of the Whole School Assembly. It was decided that it would be better to have a small gathering of 20-30 people. Leave it for next year so interstate people could attend.

7. General Business

Foundation to think about what we are going to do with the balance of funds; bit hard to fundraise if we do not have a project in mind.

Staff Acknowledgment Program – Kate Grayson initiated this program; Hagop Boyadjian to follow up; put a proposal to the Foundation to assess and make some decisions.

Funds saved to the 30th of June next year – have the rest of the year to set up the process for getting the Scholarships to be funded from these savings. Helena trying to put together all the types of things that we can do. Would need to be ratified by the Board before putting it out to the community informing them what the Foundation is trying to do to support students.

The position of School Principal to be advertised in Term 4 – will be advertised for 18 months with possible permanency. Invite the successful candidate on to the Foundation – get an understanding of what it is about; hopefully support what we are doing.

AGM – no an audit requirement – minimum projected income less than \$10,000.00

There were no other items of general business. John thanked everyone for attending and declared the meeting close.

Meeting closed at 6.00 pm.

Signed as a true and correct record of the Meeting

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John M Gillon, Chairman