

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 February 2020

Present: **John Gillon** (Chairman)
 Bernie Dunn
 Alan Bishop
 Dudley Elliott

In Attendance: **Arlene Thomas** (Secretary) and **Helena Francis**

1. **Welcome**

John welcomed everyone to the meeting.

2. **Apologies**

Neil Hunt sent an apology and Bernie Dunn is standing in for Neil.

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 November 2019**

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

5. **Correspondence In and Out**

Letter from Jodi Cant and John's response tabled. John informed the meeting that he had prepared a response to the Director General of Finance but had asked Tracy Galton to look over the letter. Tracy has softened the letter and suggested that the letter should be from the two Boards rather than from him. John agreed with her view. Alan commented that the Foundation was just seeking acknowledgment that BMW's incompetence had cost the School and Foundation significant amounts of time and money and that there needs to be some compensation for their incompetence. All BMW has admitted to is "that they could have done better".

John briefed the meeting on a disturbing phone call he had from Neil arising from a meeting he and Arlene had with the General Manager of BMW - Building Projects where Neil was asked to encourage John Gillon to drop written requests pursuing

explanations for the delay in completing the project unless he wanted the matter referred to the CCC. He also stated that the School could not afford to have any adverse publicity that would arise if John Gillon was referred to the CCC. He indicated that John had failed to disclose his interest in his tender documentation. Mr Shallcross did not wish to put this in writing; neither did he think it appropriate for him to speak to John Gillion. School Board & Foundation's response to be amended to include the words "from inception including devising...."

John moved that the Foundation approve and endorse the letter with the amendment.

School Board to also approve and endorse the letter to the DG of Finance. John to sign the letter as Chair of both the Board and Foundation.

Wait for a response before Foundation and School consider the next course of action.

6. Update on Solar Power to Scholarships Project

Work on the project has started – they are working on the scaffolding on the CCH. Stacks of panels on the roof of the 4 buildings – completion date mid-May.

7. Music Scholarships

Five nominations for the High Achiever Award were received – only one selected by Glenn Robinson, Director of Music - Sophie Lenz successful candidate; only one application received for the financial hardship scholarship – granted to Sophia Bell. Account numbers forwarded to John who has made the payment. Certificates will be presented at the Year 7 Barbeque – John to present the certificates. \$2000 in the initial year and then 500 for the subsequent years – total of \$3500. Should the candidates leave the Program, they are not required to give the money back.

8. General Business

Kate Grayson put forward a request for Staff Acknowledgment Award for consideration of the Foundation. Kate to present the foundation with a proposal – recommendation of what she had in mind; would certainly support it. Foundation's constitution enables us to support staff who are particularly outstanding; use it for PD - send them on a training course. \$10 000 –2 or 3 awards - Successful staff must be worthy of the award. It is expected that the successful staff member would need to give back to the school what they have learned. Recipient of the Award needs to be worthy – look at paying this award in the 2nd half of next year.

Money has to be saved before we can start spending.

Interest – donations and earning to go back into the building fund. Fitzpatrick family contribution was an exception to that. Dudley and John to check their records to confirm this.

Dudley presented and distributed the financial statement – No donations have been coming in - have not been chasing donations. \$703,000 in the bank; everything up to

date in terms of ACNC, Department of Commerce – we are good. Bulk of the funds earning interest

Arlene to provide figures to John of how much we have paid BMW re Solar Project.

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

Meeting closed at 5.40 pm.

Signed as a true and correct record of the Meeting

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John M Gillon, Chairman