



Mowbray Public School Parents and Citizens Association
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ANNUAL GENERAL MEETING AGENDA

18th March 2025, 7.30pm

Mowbray PS Library and Online

Video call link: meet.google.com/jfq-gbuu-eis

Item	Description	Responsible Person
1	Introduction & Welcome	Chair
2	Call for new members	Chair
3	Confirmation of the minutes of the previous AGM Motion to approve the minutes of the previous AGM	Chair
4	Business arising from the minutes of the previous AGM	Chair
5	Adoption of the Audited Financial Report Appointment of the auditor	Treasurer
6	Adoption of the President's Annual Report	President
7	Elections President Vice Presidents (x2) Secretary Treasurer Additional Executive members (up to 6) Executive - Music Convenors (x2) Executive - Events and Fundraising Lead Executive - General and Canteen Coordinator Executive - General and Graphics/Content Coordinator Executive - General Motion to elect the Executive Positions for 2025	Returning Officer
8	Election of non-executive representative Second Hand Uniform Coordinator Motion to elect the non-executive Representative Position for 2025	Returning Officer



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9	<p>Approval of Signatories - Removal and Addition (Only applicable if there is a change to Office Bearers)</p> <p>Motion to make the following changes effective immediately to bank account signatories and access (including online) on bank accounts held by the Mowbray Public School P&C Association at:</p> <ul style="list-style-type: none">• Westpac Bank - Accounts: Main Trading 032-085 437055, Cash Reserve 032-085 437063, Music 032-085 532685, Term Deposits 032-108 587049, 587073, 006371 and 079087; and• Commonwealth Bank - Account: Building Fund 062-192 1034 2187 <p>being:</p> <p>(1) Removal of ____ (TBC) _____ as signatories, master authorities and online banking administrators (as relevant).</p> <p>(2) Addition of ____ (TBC) _____ as signatories, master authorities and online banking administrators (as relevant).</p>	New Chair
10	Adoption or review of by-laws, rules, policies, and procedures	
11	<p>Setting the annual subscription fee</p> <p>Motion to set the annual subscription fee for 2025 at \$1</p>	New Chair
12	Close	New Chair



Audited Financial Report

Prepared by: Daniella Kucic, P&C Treasurer

Presented at: Annual General Meeting: 18 March, 2025

Mowbray Public School P&C Association's 2024 financial statements have been audited and are tabled for presentation.

It is the auditor's opinion that:

- the financial report gives a true and fair view of the Association's financial position as at 31 December 2024 and of its financial performance and cash flows for the year ended on that date; and
- The Association complies with the Australian Accounting Standards and the Australian Charities and Not-for-profits Commission (ACNC) Regulation.

The Association raised \$250,687 in income. The Association made contributions to the school of \$138,582 in 2024. These comprised \$100,000 towards the planned new play spaces, \$31,880 towards a new projector for the hall and \$6,702 in new musical instruments. After operating expenses of \$122,582, the Association made a net loss of \$10,479 for the year.

The Association closed the year with net assets of \$314,793. This balance of funds ensures that the Association can continue to support the development and improvement of Mowbray Public School into the future, as new projects are planned.

Once adopted, the audited financial statements will be signed by the President and Treasurer and then lodged with the ACNC and the P&C Federation.

Motion 1: That the P&C adopt the 2024 financial statements as presented.

Appointment of the auditor

It is recommended to renew the appointment of the existing auditor, Mr Mark Wilkinson, for the coming year at a fee of \$1,250 plus GST.

Motion 2: That the P&C appoint the auditor for the 2025 year as recommended by the Treasurer.



President's Annual Report

Prepared by: Jessica Stubbs, P&C President

Presented at: Annual General Meeting: 18 March, 2025

It's been an absolute pleasure to step into the President role during 2024 and work with such an amazing school community.

Throughout the year we continued to work closely with our Principal, Caroline Alford and the school staff. We provided many opportunities to our Mowbray families with our music program, second hand uniform shops, canteen and all our wonderful events and fundraising activities.

Our P&C events not only allow us to raise funds for the school, but equally provide opportunities for our families to come together as a community. We held the Welcome BBQ, Election BBQ and cake stall, Parents & Carers Breakfast, Colour Rush, Circus themed adult event and auction, Glow Disco, World Teachers Day lunch, Kindy orientation morning tea, year 6 farewell and Carols. We'd like to thank all our volunteers who helped in making all of these events possible, the Mowbray teachers for their contributions with the class artworks and the local Lane Cove businesses that support us to raise funds.

In 2024 we contributed just under \$140,000 to the school. Of this, \$31,880 was for the new projector in the hall, \$6,702 in new musical instruments for the music program and \$100,000 is toward the planned new play spaces. This brings our total contribution for the planned new play spaces to \$200,000.

Our music team had another massive and successful year. It wasn't until I took on the President role that I had any level of understanding of the amount of time and work this team puts in to provide our children with these musical opportunities. Hats off to you guys and a huge thank you.

As always, our ongoing challenge is volunteer participation. We continue to streamline our processes and events to reduce the need for volunteers, however I am optimistic that our volunteer participation will continue to grow as our community comes together.

I'd like to thank Ms Alford, Ms Ryan, the school executive and all of the staff at Mowbray Public School for their support of our P&C association. Ms Alford's guidance whilst I've found my feet in this role has been invaluable. We are particularly grateful for the school



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office staff who have provided considerable support with our communications and the facilitating of payments for various P&C events.

Finally, I have so much gratitude for our 2024 Executive Team. 2024 was a huge learning curve for me in particular, and I could not have done it without the support and guidance of our team. The team has become like a family, we all work so hard and give so much for the school community, but together we have a lot of fun doing it. I look forward to spending the next year with you all and we welcome any one else that would love to be a part of what we've created. To Daniella, Jo, Ange, Cristina, Di, Heidi, Beau, Katelyn, Nat, Bianca, Joyce, Victoria and Gemma, thank you.