

**Robyn Jane Children's Centre
Committee of Management Meetings
ANNUAL GENERAL MEETING**

Minutes and Actions

Date: Wednesday 16th October 2019

Present: Jaclyn Tasker (President), Diane Greenwood (Vice President), Daniel Sherlock (Treasurer), Marlow James (General Member), Leanne Wicker (Parent Liaison), Nich Rogers (Acting CEO), Tessa Halliday (Operations Manager), Graeme Mawson (General Member), Karen Turner (Secretary)

Apologies: Phillip Waterson (General Member), Elysa Sorahan (General Member)

Item	Discussion	Action / Who	Date
1. Declaration of Conflict of Interest Committee members to declare any potential conflict of interest in relation to any agenda item.	Nil		
2. Confirmation of previous minutes from previous AGM	Confirmed – Leanne Wicker Seconded – Dianne Greenwood		
3. Reports	Presidents Report 2018/19 (Jaclyn)		

	<ul style="list-style-type: none"> - See attached presentation Treasurers Report - See attached report and presentation <p>Question around strategic planning,</p> <p>Question ATO staff salary packaging and fringe benefit tax, what does it mean? How does it benefit staff take home pay?</p>		
4. Annual Subscription Fee	President stated no change to annual fees		
5. Committee Elections	<p>President (outgoing) declared all positions vacant</p> <p>Elections:</p> <p>President Elected unopposed Jaclyn Tasker</p> <p>Vice President Elected unopposed Diane Greenwood</p> <p>Secretary Elected unopposed</p>		

	<p>Karen Turner</p> <p>Parent Liaison No candidates nominated</p> <p>Treasurer No candidates nominated</p> <p>General Members Elected unopposed Marlow James Elysa Sorahan Brinta Chrisholm Sarah Boyd Leah Duck</p> <p>New Committee confirmed President: Jaclyn Tasker Vice President: Di Greenwood Parent Liaison: NA Treasurer: NA Secretary: Karen Turner General Member: Marlow James Elysa Sorahan Brinta Chrisholm Sarah Boyd Leah Duck</p>		
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6. Looking to 2020	<p>Questions</p> <p>The tree that gives allergies in the back yard</p> <p>Child to carer ratio, consistency in carers is lacking</p> <p>wombat room, acknowledgment of how hard the carers are working. Low pool of candidates</p> <p>Working really hard to look ahead to 2020 to recruit, speaking to graduates for next year. RJCC one of the preferred places of employment.</p> <p>Can we ask parents to pay more in fees to support?</p> <p>Outlined that we have committed to increase fees annually</p> <p>Concern over Christmas holiday and impact on staff</p> <p>Expressed that 2 weeks Christmas leave is over and above annual leave</p> <p>Concern that staff are not being provided enough information particular reference to Christmas holidays, question about whether unions have been consulted. Revisited staff association</p> <p>Nich invited people to chat outside of AGM</p>		
Meeting Close	8.35pm		

Next Annual General Meeting: October 2020