

# Minutes

## Annual General Meeting of Rockingham Montessori School Incorporated

Venue: 7 Attwood Way. Rockingham. WA 6168/Zoom (meeting ID 941 9498 1281)

Time: 4:00

Date: Wednesday the 20<sup>th</sup> of May 2020

### Present

Board (Attwood Way): Vanessa Aikins (**principal**), Barry Down, Neil Campbell, Andy Holmes, Shea O'Neill (**chair**), Jocelyn Tan

Board (via Zoom): Tina Klimatis, Scott Mitchell (**treasurer**)

Members (via Zoom): Mackenzie Bennett, Lee-Ann Forbes, Mark Hennessey, Matthew Watt

### Welcome by Shea O'Neill – Chair

Register was completed by Neil Campbell. Board members were introduced by chair, other members introduced themselves.

Chair noted that there were no nominations for the one vacant board members position and the two longest running board members were renominating. Voting resolutions had closed at midday on Tuesday the 19<sup>th</sup> of May. Eight votes had been received for all resolutions, which were sufficient for quorum

Chair noted that both the election process and the method of attendance for the annual general meeting was a deviation from the Rockingham Montessori School Constitution. The reason for this deviation was noted to be due to federal and state legislative restrictions resulting from coronavirus-19 (COVID-19) pandemic. This deviation was noted to be deemed acceptable by the Association of Independent Schools in Western Australia (AISWA)

### Receiving the reports of the Chair, Principal and Treasurer

The chair presented a review of governance and operations, board updates and the strategic plan. It was noted that all items from the strategic plan have been completed to the extent that is possible and that the board is committed to improving communication with other members.

The principal provided a presentation on the many achievements for the students, staff and structural changes through the school over 2019/2020

The treasurer presented an update on the financial performance of the school, indicating a considerable trajectory of growth in the school and emphasizing that the school is in a good position to weather predicted financial difficulties over the next six months.

A presentation was also provided on the outcome of parent and student surveys, noting that there were good results from both with all areas being marked as good or excellent. Improvements have

been regarding feedback from both parents and students. Continued feedback from all members (parents and staff) is encouraged.

Financial approvals for the Karnup development are intended to be finalized in September 2020, with the stage in development being studies and design commence and building licensing for stage one works. The Karnup development is intended to proceed through 2020 and 2021. It was noted that the COVID-19 crisis may interfere with this plan, although it is not anticipated.

## **Resolutions**

Election of board members

By a count of votes (8 for, 0 against) resolutions one and two, to re-nominate and appoint Shea O'Neill as board chair and Barry Down and vice-chair were put forward and accepted.

Acceptance of revised constitution

By a count of votes (8 for, 0 against) the revised constitution, circulated to board members on the 13<sup>th</sup> of May 2020, was accepted.

## **Receiving the annual report for 2019**

The annual report, circulated to all members on the 13<sup>th</sup> of May 2020, was accepted with no objections.

## **Receiving the audited financial statements for 2019**

Audited financial statements for 2019, circulated on the 13<sup>th</sup> of May 2020, were accepted with no objections.

## **Receiving questions from members**

A question was raised, in response to the principal's presentation, as to plans to expand at the Murdoch University campus. It was clarified that there are plans to acquire more space within the university, to have two advisory groups for the adolescent program. This is being currently negotiated with Murdoch University.

No other questions were raised by members.

## **Closure of meeting**

The chair declared the meeting closed at 4:50 PM.