



# MNBSHS P&C

## Annual General Meeting -MINUTES

<b>Date: 12 March 2026      Time: 4:15pm      Location: L1.1</b>	
<b>AGENDA ITEM</b>	
Opening and welcome	Meeting opened at 4:14pm
Apologies	Danille Sandow, Anne-Maree Nolan
Confirmation of the minutes of the previous general meeting	Minutes distributed to members prior to meeting.
<b>MOTION</b>	That the minutes be confirmed as a true and correct record of the meeting held 13 March 2025.  <b>Moved: Skye Barron</b>  <b>Seconded: Kellie Elzer</b>  <b>Carried</b>
Business arising from the minutes of the previous annual general meeting	Nil

<p>Receipt and adoption of the Association's audited annual financial statement, Treasurer's report and budget</p>	<ul style="list-style-type: none"> <li>• Report provided to members (See separate <b>Attachment – Financial Statement December 2025</b>)</li> </ul>
<p><b>MOTION</b></p>	<p>That the Treasurer's report, 2026 Budget and the 2025 Audited Annual Financial statement be accepted as a true and accurate summary of the financial year.</p> <p><b>Moved: Hayley Murray</b></p> <p><b>Seconded: Tammy Kinnersly</b></p> <p><b>Carried</b></p>
<p>President / Vice President Report</p>	<ul style="list-style-type: none"> <li>• Report provided to members (See <b>Appendix A – 2025 Vice President Report</b>).</li> </ul>
<p><b>MOTION</b></p>	<p>That the President / Vice President report be accepted as tabled.</p> <p><b>Moved: Troy Twomey</b></p> <p><b>Seconded: Kellie Elzer</b></p> <p><b>Carried</b></p>
<p>Application for Membership</p>	<ul style="list-style-type: none"> <li>• All memberships now lapse except for the Principal and the P&amp;C life members</li> </ul>
<p><b>MOTION</b></p>	<p>That the membership applications for the following applicants be accepted as tabled.</p> <ul style="list-style-type: none"> <li>• Andrew Campbell, Bryan Kinnersly, Ashleigh Vardanega, Troy Twomey, Monica McConnell, Joely Whiting, Skye Barron, Taylor Woodward, Kellie Elzer, Hayley Murray</li> </ul> <p><b>Moved: Sian Burrows</b></p> <p><b>Seconded: Taylor Woodward</b></p> <p><b>Carried</b></p>
<p>Motions on notice</p>	<p><b>Nil</b></p>

Declare vacancies of existing Officer / Executive Committee	<p><b>Motion:</b> Sian Burrows has declared all positions vacant and will also act as scrutineer for the election of officers.</p> <p><b>Moved: Sian Burrows</b></p> <p><b>Seconded: Kellie Elzer</b></p> <p><b>Carried</b></p>
Election of officers/executive	<p>Speaker: Sian Burrows</p> <ul style="list-style-type: none"><li>➤ Nominations for President are listed as below:<ul style="list-style-type: none"><li>○ Nil</li></ul></li><li>➤ Nominations for Vice President are listed as below:<ul style="list-style-type: none"><li>○ Troy Twomey</li></ul></li><li>➤ Nominations for Treasurer are listed as below:<ul style="list-style-type: none"><li>○ Hayley Murray</li></ul></li><li>➤ Nominations for Secretary are listed as below:<ul style="list-style-type: none"><li>○ Andrew Campbell</li></ul></li></ul> <p>If a position is unfilled, the position will remain vacant until a suitable candidate is able to accept the role.</p> <p>Votes were held and all three candidates accepted the roles as listed.</p>

<p>Appointment of the Association's auditor</p>	<p>Speaker:</p> <ul style="list-style-type: none"> <li>➤ Recommendation to continue with DGL Accountants as in previous years.</li> </ul> <p><b>Motion: That the association's Auditor be appointed in 2026 as DGL Accountants (71 Victoria Street, Mackay QLD, 4740)</b></p> <p><b>Moved: Sian Burrows</b></p> <p><b>Seconded: Troy Twomey</b></p> <p><b>Carried</b></p>
<p>Adoption of the Student Protection Risk Management Strategy</p>	<p><b>Motion: That the Student Protection Risk Management Strategy be adopted as tabled.</b></p> <p><b>Moved: Sian Burrows</b></p> <p><b>Seconded: Tammy Kinnersly</b></p> <p><b>Carried</b></p>
<p>Adoption of new constitution (if any)</p>	<p><b>Motion: That the new Model Constitution be adopted as tabled.</b></p> <p><b>Confirm quorum numbers for AGM = 8</b></p> <p><b>General Meeting = 5</b></p> <p><b>Special Meeting = 8</b></p> <p><b>Moved: Sian Burrows</b></p> <p><b>Seconded: Skye Barron</b></p> <p><b>Carried</b></p>

Honorary life membership (if applicable and required)	<p>Speaker: Sian Burrows</p> <p>➤ Nil</p> <p><b>Motion:</b></p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> <p><b>Carried / Lost</b></p>
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Date of Next Meeting	
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Close	Time: 4:42pm
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Actions	1. Nil
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**CONFIRMATION OF MINUTES**

Chair name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Attachment A. 2024 Audited Financial Statements PDF**

**Attachment B – 2024 Vice-President Report**

**Attachment C – P&C-annual-budget-2025**

**Appendix A**

**Vice Presidents Report**



Before I begin reflecting on the achievements of the P&C over the past year, I would like to take a moment to acknowledge and sincerely thank our incredible canteen team. The canteen staff work tirelessly each day to provide our students with fresh, affordable, and much-loved food options. Their dedication, early mornings, and consistent effort ensure that students are well fed and ready to learn.

The success of the canteen plays a critical role in supporting the work of the P&C. The strong trading results throughout the year are a direct reflection of the quality of the food, the efficiency of the team, and the positive relationships they build with students and staff every day. It is through the success of the canteen that the P&C is able to reinvest funds back into the school community and support many of the programs and initiatives highlighted in this report.

On behalf of the P&C, I would like to extend our sincere appreciation to our canteen staff for their ongoing hard work and commitment to our school community.

## **P&C VICE PRESIDENT'S REPORT**

Mackay Northern Beaches State High School  
2026 Annual General Meeting

It has been a productive and rewarding year for the Mackay Northern Beaches State High School Parents and Citizens Association. Throughout 2025, the P&C has continued to support the school community by funding initiatives, supporting student programs, strengthening partnerships with the school leadership team, and contributing to the wellbeing and opportunities available to our students.

One of the most significant contributions made by the P&C during the year has been through financial support for a wide range of school programs, events, and student initiatives. During 2025 the P&C approved **well over \$35,000 in direct financial contributions** to support students, programs, equipment, and school initiatives.

Early in the year the P&C supported several important programs that improved learning and participation opportunities for students. Funding included **\$1,500 for the Challenge Games**, supporting students with disabilities representing the school in North Queensland competitions, and **\$2,400 to support the Year 8 Camp**, helping to reduce the cost for families and increase student participation.

The association also invested in improving school facilities and resources that support teaching and learning. In May, the P&C approved significant funding for the Music program including **\$2,793 for electric guitars and left-handed instruments**, **\$2,123 for amplifiers and acoustic electric guitars**, and **\$4,764 for full sized keyboards and equipment**, representing a combined investment of more than **\$9,600 into music education resources** for students from Years 7 to 12.

Supporting student engagement and participation remained a priority throughout the year.

Funding was provided for initiatives including:

- **\$675 for the Almost 48 Hour Film Project**, supporting creative arts students
- **\$1,185 for new fitness equipment** for the Stingers Strength program
- **\$1,842 for new Rugby League team jerseys**
- **\$200 for a middle school attendance improvement fishing competition**
- **\$780 in canteen vouchers to reward strong student attendance**
- **\$300 to support the Whitsunday Voices Literacy Festival excursion**

In addition to these initiatives, the P&C supported several major programs later in the year. This included a **\$11,000 one off contribution to support transport for the Year 11 Leadership Camp**, ensuring the camp could proceed despite unexpected venue changes. The association also funded **\$820 for Night of Stars academic awards**, recognising the achievements of the school's highest performing students.

In addition to direct funding contributions, the P&C helped facilitate fundraising initiatives and community events. One of the most significant student led efforts was the **World's Greatest Shave fundraiser**, which raised **over \$10,000 for the Leukaemia Foundation**, demonstrating the generosity and compassion of our students and school community.

The P&C canteen also continued to perform strongly throughout the year, providing an important financial contribution to support P&C activities. Reports showed strong trading with **year-to-date takings exceeding \$467,000 and a daily average of around \$2,700**, demonstrating the continued success and importance of the canteen to the school community.

On behalf of the P&C, I would like to thank our executive members, committee members, canteen staff, volunteers, and the wider school community for their continued support throughout the year. Your contributions help ensure that Mackay Northern Beaches State High School continues to provide outstanding opportunities for our students.

I look forward to continuing to work together in the coming year to further strengthen our school community and support the success of all students at Mackay Northern Beaches State High School.

Thank you.

Troy Twomey

Vice-President

Mackay Northern Beaches State High School Parents and Citizens Association

