

**PEAKHURST PUBLIC SCHOOL PARENTS AND CITIZENS  
ASSOCIATION**

**MINUTES OF ANNUAL GENERAL MEETING**

**DATE: Monday 23 February 2026**

**MEETING OPENED:** 7:05 pm.

**ATTENDEES:** Hayaat C, Moussa C, Rosie L, Siobhan B, Kylie C, Emma Z, Nicole L, Emma T, Gayanthi K, Brielle B, Karlia Wilson, Sarah M, Ashwin L, Pravina K

**APOLOGIES:** Nil.

**AGM:** Karla Wilson declared all executive positions of the P&C Committee vacant.

Nominations opened for new Office Bearers for the forthcoming year

**PRESIDENT: VACANT**

Nomination – Emma Travis nominated by Gayanthi K and seconded by Rosie L. Position not accepted at this stage, would like time to consider.

**VICE PRESIDENT: VACANT**

Nomination – Elle B nominated by Sarah M, seconded by Hayaat C. Position not accepted at this stage, would like time to consider.

**SECRETARY: VACANT**

Nil nominations – position left vacant

**TREASURER: VACANT**

Nomination – Ashwin L nominated by Emma T, seconded by Sarah M. Position not accepted at this stage, would like time to consider.

**UNIFORM SHOP LEAD:** Nomination: Emma Travis nominated by Siobhan B, seconded by Kylie C.

Emma T accepted the nomination and was elected Uniform Shop Lead.

**FUNDRAISING:** VACANT

**AUDITOR:** Siganos and Co. Accountants

### Previous AGM minutes

Accepted by meeting

### 2025 Secretary Report

Sarah M provided an update regarding the bank accounts and treasurer reports.

As discussed at previous meetings, in 2025 the bank notified us that the P&C account was opened in the school name, not the P&C name. The bank would not update signatories on the accounts until the name was changed. Ultimately the bank advised that we would need to open a new bank account in the P&C name, transfer the funds and then close the old bank account. The time taken liaising with the bank to get to this point meant it was close to the end of year. Rather than have 2025 secretary and president added to the accounts in January and then attend again to have them removed/replaced with the new committee in February, they agreed that the best way would be to do the updates once the 2026 committee was nominated.

Sarah M also provided an update regarding the treasurer reports. Towards the end of the year it came to the committee's attention that the treasurer reports had not been completed. All approvals for payments from the P&C account and banking deposit slips have been correctly processed by other committee members and records kept. All funds have been deposited into the bank account. The new treasurer and 2025 committee will need to do the treasurer reports from last year.

**CLOSE OF AGM:** The AGM was concluded, and the regular monthly meeting commenced immediately.

**AGM CLOSED:** 7:44pm.