



Minutes of Executive Meeting

26th June 2024

Held: Zoom Meeting

Meeting opened: 6.08pm

Attendance:

Helen Goldsmith (President)

Ana Santos (Co-Vice President)

Yvette Sholdas (Vice President)

Paul Atkins (Treasurer)

Malay Parikh (Co Treasurer)

Apologies: this was an Exec meeting where we only needed 5 Exec to attend and all 5 attended

1. MOTIONS for approval

- 1.1 **Motion** that the P & C approve an Audit fee of up to \$950 plus GST for the Audit via Phoenix Consultancy for the completion of the 2023 Audit

Resolution: That the P & C approve to pay

Moved by Paul Atkins and seconded by Yvette Sholdas. Motion carried and approved

- 1.2 **Motion** that we pay Xero monthly fee for Iclouifi #6700 1/11/23 for \$48.75

Resolution: That the P & C approve to pay Xero monthly fee for Iclouifi #6700 1/11/23 for \$48.75

Moved by Paul Atkins and seconded by Malay Parikh. Motion carried and approved

- 1.3 **Motion** that we pay Xero monthly fee for Iclouifi #6963 1/05/24 for \$48.75

Resolution: That the P & C approve to pay Xero monthly fee for Iclouifi #6963 1/05/24 for \$48.75

Moved by Paul Atkins and seconded by Malay Parikh. Motion carried and approved

- 1.4 **Motion** that the pay Xero monthly fee for Iclouifi #7028 1/06/24 for \$48.75



Resolution: That the P & C approve to pay Xero monthly fee for Iclouifi #7028 1/06/24 for \$48.75

Moved by Paul Atkins and seconded by Malay Parikh Motion carried and approved

Actions:

- **Paul & Malay to process all of the above payments via Xero & Comm Biz**

Next Meeting: Monday, 18th August 2024, 5.30pm in the Conference Room (upstairs) in the Main Administration Building at Mount Lawley Senior High School.

Meeting closed: 6.23pm