

## **St. Matthew's Collegiate School Old Girls Association**

### **Annual General Meeting**

**5:30pm Tuesday 13<sup>th</sup> November 2018**

**Held at The Lone Star, Masterton.**

**Present:** Adie Long, Amanda McLeod, Lynn Lamb, Steph Haworth, (by speaker phone), Sandie Sherwin, Georgie Vincent, Nicola Spencer, Bridgie Sims, Elsje Neal

**Apologies:** Kaye Levin, Bev Armistead, Inga Wood, Mary Perry, Sarah Harris, Bridget Mathewson, Kiri Gill, Nicola Hewitt, Chris Cameron

**Minutes of the previous AGM:** Georgie Vincent moved that the minutes of the previous AGM be accepted as a true and correct record. Seconded Nicola Spencer.

**Matters Arising:** see general business below.

#### **General Business:**

**Database:** Steph Haworth has continued to work on the data base and reported on the new database we are working with, called Most. In terms of paying for this database system Adie has suggested she, Sarah Harris and Steph meet, there will be monthly payments of \$75. \$2,700 has been paid out so far to set up our own domain and start the database. The next step is to set up the website and also a training session to use the Most system. Going forward the database and extras will be very useful for all the Trinity Schools.

**Magazine:** Adie organised the magazine again this year. There has been some correspondence on the Facebook page from Old Girls to report their email addresses have changed. Good to see Old Girls wanting to be kept in the loop. The magazine cost \$800 approx. to mail hard copies, printing cost \$1600.

**Archives:** Elsje Neal has been working on the Archives, Elsje will take this on and has been working with Pauline Porteous. Elsje reported that it has been great to have the Old Girls magazine to get more history about Old Girls and also to catch up on the recent leavers activities. Adie thanked Elsje for her report in the Old Girls magazine.

**Leavers breakfast:** 9am Saturday 1<sup>st</sup> December, organisers/helpers to be confirmed.

**Leavers 2018:** 29 out of 42 leavers have signed up to SMOG. A good sign up to date, Adie acknowledged Brianna, the service prefect, has been very good.

**Scholarships:** Steph as the convenor to email the rest of the panel, to co-ordinate selection of the two scholarship recipients.

**Presidents Report:** Adie Long has given her report in the 2018 Old Girls magazine. Attached. Georgie moved Adie's report be accepted. Seconded Amanda McLeod.

**Financial Report:** Georgie reported on the SMOG finances, the accounts are currently at the auditors. Our application to become a Registered Charity was accepted by the Charities Commission in September. Georgie suggested that she would like to investigate further about putting our term deposit finances all together in one term deposit account.

**Georgie moved that the accounts be accepted. Seconded Nicola Spencer. Carried.**

**Membership:** Adie moved The Old Girls membership to be set at \$200, not \$250 as proposed at the 2017 AGM. Seconded Georgie Vincent. Carried.

This is to bring us in line with the \$200 that new girl's parents/caregivers deposit on accepting their daughter's place at St. Matthews.

**Constitution Change:**

Adie moved a change in the Constitution, (on recommendation from the auditor Richard Toovey), Section 10.7 the wording "be audits" will be replaced by 'limited assurance review'. The Word "Auditor" will be replaced by "independent financial officer" Seconded Georgie Vincent.

**Election of officers**

**Committee**

Brigitte Sims, Stephanie Haworth, Sarah Harris, Bridget Mathewson, Nicola Hewitt, Nicola Spencer, Chris Cameron, Georgie Orsborn, Rachel Bell, Deb Clinton-Baker and Donna Heginbotham

Adie Long moved the above are elected as the SMOG committee, seconded Georgie Vincent. Carried.

**President**

Adie Long nominated by Bridgie Sims. Seconded Georgie Vincent. Carried.

**Secretary**

Amanda McLeod nominated by Adie Long. Seconded Nicola Spencer. Carried.

**Treasurer**

Georgie Vincent was nominated by Adie Long. Seconded Amanda McLeod. Carried.

**Auditor/Independent Financial Officer:**

Richard Toovey.

**Scholarship Convenor:**

Adie Long nominated Steph Haworth be appointed as the Scholarship convenor. Seconded Nicola Spencer. Carried.

**New Business:** Lynn reported the Old Girls reunion lunch in Pahiatua was well attended and well received. Adie thanked Lynn for organising this.

Lynn reported on behalf of some Old Girls that there were some errors in the magazine and some feedback was given to Adie. There was one concern that the Financials were not in the Magazine. Adie reported that this would cost an extra \$400 and therefore they won't be put in, if anyone wishes to have a copy then to email the secretary at [mouseandgus@xtra.co.nz](mailto:mouseandgus@xtra.co.nz) , (and this was reported in the magazine).

Meeting closed at 6:26pm.