

# Meeting minutes

## Annual General Meeting of Community Classrooms Collaborative

Meeting called to order at 3:30 PM AEST, 11 March 2014

### Present

Samantha Willcocks  
Pascale Richy  
Rachele Wilson  
Nisa Richy  
Amanda Butler  
Maddie Knight  
Sam McDowall  
Emily Naylor  
Phil McGregor  
Jasmin McGregor

### Apologies

Annemarie Van Hees  
Nina Joy  
Gavin Thompson  
Margaret Briggs

### Agenda

1. Confirm the chair of the meeting
2. Apologies
3. Minutes of the previous meeting
  - 3.1 Matters arising
4. General business
  - 4.1 Video of projects in Kenya
  - 4.2 Update on Kenya projects
  - 4.3 Members suggestions for future projects and direction
  - 4.4 Membership
5. Special resolutions
  - 5.1 Election of executive committee
    - 5.1.1 Election of President
    - 5.1.2 Election of Secretary
    - 5.1.3 Election of Treasurer
  - 5.2 Election of other committee members
6. Finance
  - 6.1 Treasurers report

### 3. Approval of minutes

Discussion: No previous minutes to approve. Minutes of any previous AGM are required for approval at the next committee meeting.

#### 3.1 Matters arising

Discussion: CCC is registered as an “unincorporated organisation” with the Australian Taxation Office. We may need to become an “incorporated association” and register as a Not-for-Profit (NFP) in Australia in order to obtain Deductible Gift Recipient (DGR) status so that donors can make tax-deductible donations to CCC. Further research is needed to understand this process and actions required from CCC

## 4. General business

### 4.1 Video of projects in Kenya

Discussion: A video available at <http://vimeo.com/87651217> was shown to members of Samantha Willcocks' recent trip to the village in Kenya where Community Classrooms Collaborative (CCC) projects are being implemented.

### 4.2 Update on Kenya projects

Discussion: A slideshow presentation of CCC projects currently being implemented in the village was shown. CCC and local practitioners facilitated community workshops in the village that participants could attend at no cost and also receive free meals. These workshops included: environmental education; the construction of composting toilets; permaculture theory and practice; and dance programs at the cultural school. Resources to support sustainable practices such as fibre basket weaving to generate income, 'moon pads' (reusable sanitary products for women), and a manual Singer sewing machine were also donated. Members were invited to ask questions about CCC projects.

### 4.3 Members suggestions for future projects and direction

Discussion: Public interest in CCC might be improved through dissemination of personal stories about the work of CCC. CCC needs to be clear about short and long-term goals as an organisation and project priorities. These goals have to be in alignment with village needs. More volunteers are needed to help CCC achieve goals.

### 4.4 Membership

Discussion: Memberships for CCC cost \$10 per year. All present were invited to join, resulting in six new paid members.

## 5. Special resolutions

### 5.1 Election of executive committee

#### 5.1.1 Election of President

Discussion: Annmarie Van Hees has asked to leave her role as President of CCC due to her relocating away from the Sunshine Coast. Pascale Richy nominated Samantha Willcocks for the position of President; Amanda seconded this nomination and Samantha accepted the nomination.

Motion: To elect Samantha Willcocks as President of CCC.

Vote: 10 for, 0 opposed

Resolved: Carried

#### 5.1.2 Election of Secretary

Discussion: Samantha Willcocks nominated Rachele Wilson for the position of Secretary; Nisa Richy seconded this nomination and Rachele Wilson accepted the nomination.

Motion: To elect Rachele Wilson as Secretary of CCC.

Vote: 10 for, 0 opposed

Resolved: Carried

#### 5.1.3 Election of Treasurer

Discussion: Pascale Richy (outgoing Treasurer) nominated Suz Drovandi for the position of Treasurer; Samantha seconded this nomination and Suz Drovandi accepted the nomination.

Motion: To elect Suz Drovandi as Treasurer of CCC.

Vote: 10 for, 0 opposed

Resolved: Carried

#### 5.2 Election of other committee members

Discussion: Phil McGregor volunteered to assist CCC with publicity and social media activities. Sam McDowall volunteered to be a committee member. Emily Naylor volunteered to temporarily coordinate the Rafiki PenPals program while the President is in Taiwan.

### 6. Finance

#### 6.1 Treasurer's report

Discussion: The Treasurer's report was read. CCC has raised approximately \$9,500 in donations for projects in the past year. After successful fundraising events at Solbar, through the Rafiki Penpals programme, muffin drives, the resale of African clothing, various small concerts and Kiva micro loan, the CCC balance is now approximately \$720, plus stock such as clothing and bracelets to the value of approximately \$1000.

Motion: To accept the Treasurer's report as a true and correct record.

Vote: 10 for, 0 opposed

Resolved: Carried

**Meeting adjourned at 5:30 PM AEST, 11 March 2014**

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## COMMUNITY CLASSROOMS - INCOMINGS

ITEM		AMOUNT
<b>Membership fees</b>		<b>50.00</b>
• 2013	50.00	
<b>Donations</b>		<b>3920.00</b>
• Peter Kyron	200.00	
• The Sam & Sam family	3,500.00	
• Fundrazr	220.00	
<b>Loans (volley ball group)</b>		<b>300.00</b>
<b>Fund raising</b>		<b>3579.85</b>
Afro roots concert 17/02/13	2426.60	
Muffin drive 07/04/13	51.00	
Eudlo concert cake stall 23/02/13	240.30	
Savannah sunset	335.00	
Nisa's going away & tins	336.30	
Gopals money tin	105.45	
Busking (Rio)	85.20	
<b>Merchandise</b>		<b>1095.00</b>
• African clothes		
545.00		
500.00		
50.00		
<b>Pen pals programme</b>		<b>183.55</b>
<b>Bank interest</b>		<b>5.62</b>
<b>Other</b>		
<b>TOTAL</b>		<b>\$ 9,134.02</b>

# COMMUNITY CLASSROOMS OUTGOINGS

ITEM		AMOUNT
<b>Fund raiser food &amp; stationary</b>		<b>285.81</b>
• Afro roots 17/02/13	167.50	
• Eudlo cake stall 23/02/13	58.65	
• Nisa's going away 24/08/13	59.66	
<b>Purchase</b>		<b>580.00</b>
• African clothes	580.00	
<b>Kenya Projects</b>		<b>6795.55</b>
• <b>Tree plant</b> (June 2013)	530.00	
Including Western Union money transfer fee \$30.00		
• <b>PRI-K</b> (Oct/Nov 2013)	1405.55	
• <b>Sams' projects</b> (2013)	4520.00	
➢ Food for permaculture and cultural school participants		
➢ 2 rain water tanks		
➢ Livestock		
➢ Stationary and educational tools		
➢ Volunteer facilities		
• <b>Nisa's projects</b> (Jan 2014)	340.00	
➢ Posters		
➢ Sewing machine		
➢ School supplies		
<b>Venue Hire</b>		<b>79.00</b>
• MCC Kiosk - stall	45.00	
• MNC – 2014 AGM	34.00	
<b>Admin</b>		<b>2.85</b>
• Stationary	2.85	
<b>Bank charges</b>	2.50	<b>2.50</b>
<b>Business set up</b>	155.00	<b>155.00</b>
• Funds acquired by president in 2013 thought to be required for ABN registration (not required but as yet not reimbursed)		
<b>Other</b>		<b>45.00</b>
• Float for fundraising stall	45.00	
(Awaiting return of funds from Anne Marie)		
<b>TOTAL</b>		<b>\$ 7,900.71</b>