



2020 SCEA AGM Minutes

**Swan Christian Education Association Inc.
Annual General Meeting
7.00pm, Wednesday 26 August 2020**

1 Call to order

The meeting was opened at 7.07pm by Chairman (Robert Edkins) and it was confirmed that there was a quorum present.

2 Welcome and opening prayer

The Chairman welcomed everyone, quoted a verse from Matthew 19:26 and opened in prayer.

3 Apologies

Apologies were received from:

Martin Bent, Stuart Chisholm, Chris Friend, Murray Guy, Rob Merrells, Jocelyn Pitman and Janet Thyer.

4 Tabling and acceptance of minutes of the 2019 AGM

A motion *to accept the minutes of the 2019 AGM* was moved by Kenneth Carter, seconded by Neil David and passed by a show of hands.

5 Call for Scrutineers

The Chairman and CEO (Graeme Cross) nominated two staff members: Giles Creelman and JP Bullard as scrutineers and two members volunteered: Susan Luce and Cheryl Jean.

6 Board Nominees to address the meeting

Shelley Forbes, Stephen McAlpine and Don Warner addressed the meeting, providing a testimony to their faith and stating their cases for nomination to the Board.

7 Board Elections

The CEO asked members to vote for the Board Nominations: Shelley Forbes, Stephen McAlpine and Don Warner.

8 Grievance Committee Elections

The CEO asked members to vote for the Grievance Committee nominees: Caroline Blake, Murray Thornhill and Simon Creek.

9 Annual Report Presentation

The Chairman invited the CEO (Graeme Cross) to present the Annual Report and Audited Financial Statements for the 2019 calendar year.

The CEO summarised some of the key issues SCEA had navigated since the last AGM in 2019. These included:

- Summarising the first twelve months of his tenure. This has included a coming together by all staff and leaders in a more collaborative and unified way.
- A growth in enrolments of 67 students between the February and August 2020 census dates.
- SCEA's participation in a research project titled the Cardus Education Survey Australia which looked at how graduates from various school sectors have contributed to the public good.
- Meeting the SCEA pioneers and understanding our history.
- Details about the timeline for release of the SCEA Strategic Plan 2020 – 2025 that clearly defines our mission, vision values and strategic priorities.
- Details about how the SCEA Constitution will be reviewed in light of the work being done to redefine the SCEA mission, vision and values.
- Re-engaging with the Christian schooling community; Christian Schools Australia (CSA).
- Details regarding SCEA's current financial position were outlined. It was noted that the budget was tight at the end of 2019 and entering the 2020 school year. It was also acknowledged that there is a need for financial management changes to be made to shift SCEA into a position that is sustainable in the long-term. The intent is to have all schools meeting important industry standard Key Performance Indicators (KPIs) by 2025 and transitional targets have been established.
- Thanking the school leaders, the SCEA Board and Association Members.

The CEO then asked if there were any questions. No items were raised.

The CEO provided a financial overview of SCEA's finances in 2019. Overall, it was a sound financial result. The following points were made:

- SCEA's operating budget is in a healthier position than anticipated in 2020 because of the increase in enrolments over the period.
- The Chair thanked the CEO and CFO for their work in this area.

A motion *to accept the 2019 Annual Report and Audited Financials* was moved by Terry Myers seconded by Caroline Blake and passed by a show of hands.

10 Appointment of auditors

The CEO stated that the reappointment of the auditors was within the required guidelines and practices.

A motion to *reappoint Bentleys as the auditors for SCEA for a further 12-months* period, was moved by Kenneth Carter, seconded by Craig Clark and passed by a show of hands.

11 Announcement of Elected Officers (Board and Grievance Committee)

The CEO advised the voting results: Shelley Forbes, Stephen McAlpine and Don Warner were elected to the Board and the nominees for the Grievance Committee, Caroline Blake, Murray Thornhill and Simon Creek, were also elected.

12 Acknowledgement of retiring Board Members

The Chairman acknowledged the work of retiring Board Members Kenneth Carter and co-opted Board Member Lauren Chaine.

13 Other Business

There were no other business items.

14 Closing Prayer

The Chairman asked Graeme Cross to close the meeting in prayer at 7.55pm.