



Phoenix Preschool Annual General Meeting Wednesday 26 March 2025

1. **Welcome & Karakia:** - Meeting opened 7.30pm
2. Attendees: Rachael Langridge (Chair), Craig McNabb (Treasurer), Katrina Kate Veint, Ange Ross (Centre Manager, James Cochrane, Susannah Amos, Karen Copland (Vice Treasurer)
3. **Apologies:** Megan Smith, Peter Burrell, Aafke Baxter, Pete Lee

Motion: To accept AGM apologies.
Moved/Seconded: Rachael/Craig
4. **Confirmation of Minutes from Previous AGM held 20 March 2024 - copy attached**

Motion: That minutes of previous AGM 2024 is a true and accurate record.
Moved/Seconded: Craig, Kate
5. **Adoption of Annual Board Chair Report - prepared by Rachael Langridge (copy attached)**

Motion: To accept the Chair's Report.
Moved/Seconded: Craig/Karen
6. **Adoption of Annual Management Report - prepared by Preschool Manager Ange Ross (copy attached)**

Motion: To accept the Manager's Report.
Moved/Seconded: Rachael/James
7. **Adoption of Treasurer's Annual Finance Report - prepared by Craig McNabb (copy attached)**

Motion: To accept the Financial Report as a true and accurate record.
Moved/Seconded: Karen/Susie
8. **Proposed Changes to the Rules/Constitution (copy of current constitution attached)**
 - 8.1. Clarify procedure for becoming and ceasing to be a member:

The Constitution is unclear as to how families become members of the society, and how their membership ceases. Furthermore, as membership of the society

generally ceases upon a member's child leaving the preschool, a board member's voting rights also cease upon the child leaving the preschool. As some of our board members have children leaving the preschool during the coming term, it should be made clear that those board members' membership, and therefore voting rights, shall continue for the balance of their term so that they can continue their role.

Pursuant to rule 127 of the Constitution, the constitution may be amended at a General Meeting by a resolution passed by a simple majority of those Members present and voting.

The board recommends the following amendments/additions to the Constitution:

Removal of rule 15:

An applicant for membership must complete and sign any application form, supply any information, or attend an interview as may be reasonably required by the Committee regarding an application for membership and will become a Member on acceptance of that application by the Committee.

And **replacement** with the following rules:

15. Upon enrolment of children, all parents or legal guardians will be required to register as members of the Society, giving consent to be a member and paying their full subscription fee for that financial year, being \$1.00 per annum.

16. Those parents or legal guardians named on the enrolment form shall each be defined as Members and shall each be entitled to vote on Society matters.

22. A Member ceases to be a Member -

- *When the child or children associated with their membership no longer attend the Phoenix Preschool as an enrolled child, unless with the prior consent of the Committee ... with effect from (as applicable) ... the date immediately following the date the Member's child or childrens' enrolment at Phoenix Preschool ceases.*

75. Subject to resolution of the Committee, an Officer may serve for the duration of their term and shall remain a Member of the Society, notwithstanding they would otherwise cease to be a Member upon their children ceasing to attend Phoenix Preschool.

Motion: To amend the Rules/Constitution by removing current rule 15 and replacing/adding rules 15, 16, 22 and 75 above.

Moved/Seconded: Rachael/Karen Unanimous

9. **General Business**

9.1. Disclosure of Conflicts over 2024/2025 year - none

9.2. Opening and closing dates for 2025/2026 - Closing Friday 19 December 2025 at 12pm and reopening Monday 12 January 2026

9.3. Review/Adopt Philosophy Statement - last adopted at AGM 2024 - see attached

Motion: To adopt the Phoenix Philosophy Statement

Moved/Seconded: Craig/Kate

9.4. **Correspondence In/Out**

Resignation from Aafke Baxter from the board.

9.5. **Election of Officers**

9.5.1. As per rule 71 of our Constitution, the term of office for all Officers elected to the Committee is 2 years. The following officers were elected to these positions in March 2024. They therefore remain in these positions until March 2026:

Secretary: Katrina Palmer

College Representative: Pete Lee

9.5.2. The following officers will be elected to these positions for a term of two years. They will remain in these positions until March 2027:

Treasurer: Rachael nominates Karen Roberts

Motion: To accept Karen Roberts as elected Board member to the position of Treasurer.

Moved/Seconded: Craig/Ange

9.5.3. The following officers will be elected to these positions for a term of one year. They therefore remain in these positions until March 2026:

Chairperson: Rachael nominates Craig McNabb

Motion: To accept Craig McNabb as elected Board member to the position of Chairperson.

Moved/Seconded: Karen/Pete

General Board Member: Craig nominates Rachael Langridge

Motion: To accept Rachel Langridge as elected Board member.

Moved/Seconded: James/Karen

General Board Member: Rachael nominates James Cochrane

Motion: To accept James Cochrane as elected Board member.

Moved/Seconded: Karen/Ange

General Board Member: Craig nominates Susannah Amos

Motion: To accept Susannah Amos as elected Board member.
Moved/Seconded: Karen/James

No further nominations from the floor?

Vice Chairperson: vacant

Vice Treasurer: vacant

Maori Representative: vacant

- 9.5.4. The following staff member will be appointed to this position for a term of one year. They therefore remain in this position until March 2026:

Phoenix Teacher Representative: Kate Veint - Moved/Seconded:
Karen/Ange

- 9.5.5. Election of Board as a whole body:

Motion: to accept the board as a whole body:
Moved/Seconded: Craig/Ange

10. **Karakia** - please see attached
11. Next meeting - 7.30pm on 30 April 2025 at Phoenix Preschool. Moving forward we will move to every third meeting in person, and the other two online via Teams.
12. Meeting closed 7.50pm

Signed off by

Chairperson - Rachael Langridge

Secretary- Katrina Palmer