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**CENTRAL COAST  
CONSERVATORIUM**  
OF MUSIC  
TRAINING AND EDUCATION

**MINUTES OF THE  
ANNUAL GENERAL MEETING**  
CENTRAL COAST CONSERVATORIUM INC  
45 Mann Street, Gosford, 2250  
7.00pm Monday 20 June 2016

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## 1. ATTENDANCE LIST AND APOLOGIES

**Present:** P. Brandon (chair), P. Brennan (Artistic Director/CEO), H. Day, C. Gadd, V. Srivastava, F. Bell, ME Wallace, M. Mitchelmore

**Temporary Finance Manager:** Evan Grantham

**Teachers' Representative:** Phillip Rutherford

**Members:** John Sheehan, E-Yang Liu

**Nominee:** Claire Braund

**Apologies:** J.Kellaway (University of Newcastle), Liz Hemphill

Meeting opened 7.06pm

Peter Brandon welcomed members and thanked everyone for attending this year's AGM.

## 2. CONFIRM MINUTES OF LAST AGM May 2015

**Minutes of Previous Meeting:**

The Minutes of the Annual General Meeting held on Monday 11 May 2015 had been previously circulated. No changes were requested to the tabled minutes.

**Resolution AGM 20.06.2016**

That Minutes of Annual General Meeting held 11 May 2015 be confirmed and accepted as a true record; moved by Vinay Srivastava; seconded Mary-Ellen Wallace carried.

## 3. BUSINESS ARISING from last AGM held in May 2015

### Special Resolution

Mary-Ellen Wallace moved that the updated Constitution that includes all amendments approved at the Annual General meeting on 11 May 2015 and the Special General meeting on 14 December 2015 be ratified; Mike Mitchelmore seconded; carried.

**NB The updated Constitution becomes effective once approved by Dept of Fair Trading.**

#### 4. RECEIVE REPORTS:

i) President Peter Brandon read the report titled:

**Chairman's report for the year ending 31<sup>st</sup> December 2015**

H. Day moved that the President's Report be accepted; seconded by ME. Wallace; carried.

ii) Artistic Director Patrick Brennan read report titled:

**Artistic Director/CEO Annual report 2015**

H. Day moved that the Artistic Director's Report be accepted; seconded by C Gadd; carried.

iii) **Statement of Financials:**

Vinay Srivastava moved that the tabled Financial Reports be accepted; Mary-Ellen seconded; carried.

#### 5. APPOINTMENT OF THE RETURNING OFFICER

President, Peter Brandon stood down and Evan Grantham was appointed the Returning Officer.

Evan Grantham requested committee members to vacate their positions.

#### 6. ELECTION OF OFFICE BEARERS and Committee Members

Executive Positions were filled uncontested.

President: Peter Brandon

Vice President: Vinay Srivastava

Treasurer: Mike Mitchelmore

Secretary: Francesca Bell

##### Ordinary Members

Nomination for ordinary Board member: Hilary Day

Warwick Ross

Charmian Gadd

Liz Hemphill

Claire Braund

Mary-Ellen Wallace

##### Proxy Vote:

Liz Hemphill nominated Francesca Bell as proxy

A secret ballot took place.

Evan Grantham and Patrick Brennan counted the votes.

Results were as follows:

ELECTED Ordinary Members for 2016:

Hilary Day

Charmian Gadd

Liz Hemphill

Claire Braund

Mary-Ellen Wallace

**UON Representative:** John Kellaway (Position not requiring election until 2017)

**Teachers represented** by Phillip Rutherford

## 7. BRIEF GENERAL DISCUSSION

Peter Brandon congratulated Claire Braund on her election to the CCC Board. He gave special thanks to Mary-Ellen Wallace for her professionalism and hard work. He also thanked Francesca Bell, Vinay Srivastava and Mike Mitchelmore for their contributions over the last year. He thanked the Board as a whole for their support and commitment to Central Coast Conservatorium.

Mike Mitchelmore thanked President Peter Brandon on behalf of the Board for his leadership and dedication.

The Board thanked Patrick Brennan for his inspiring leadership and hard work over the last year in his role as CEO.

**President Peter Brandon declared the meeting closed 8.20pm.**

Signed as a true and correct record of proceedings

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