

Austin Page Musical Society



Austin Page Musical Society IGM

A template agenda for Inaugural General Meetings for New Clubs.

You can use template, delete this text, and make adjustments to the agenda as necessary.

Meeting goals

1. Confirm Clubs Aims & Purpose
2. Adopt the Clubs Constitution
3. Elect the Clubs First Executive
4. Discuss Opening a Clubs Bank Account

For Discussion in next meeting

- Financial Planning
- Setting Up the Clubs Bank Account
- Preparing for Event Planning 101

When Tue, 10 Mar 2026 at 07:00 PM

Location: Austin Page Dinning Hall , Austin Page Dinning Hall

Chairperson Charlotte Cronk

Minute
taker Mia Worrall

Present Charlotte Cronk (Musical Producer), Zahara Richards (Musical Director), Mia Worrall (Assistant Producer)

Minutes

1. Meeting Open & Welcome

Attendance:

Executives -

Mia Worrall

Zahara Richards

Charlotte Cronk

Committee Members -

Matilda Fortune

Teoni De Weever

Abby Fordyce

Michelle Mcdonall

Larni Bettington

Katelyn Knust

Tino Alefosio

Samantha Rowe

Thanks for coming

Opening of the meeting 7:40pm

General Public -

52 Individuals

 [IGM_meeting_minutes.docx](#)

2. Apologies & leaves of absence

Ella Lee

Hayley Bolam

Kate Worrall

Charlie Paine

3. Founder's Opening Remarks

Founders opening remarks proceeded by Charlotte Cronk

3.1. Motion: That the Founder's Remarks be accepted.

Founders opening remarks accepted by majority vote

4. Discussion of Clubs Aims & Purpose (as listed in the constitution)

Aims and Purposes Identified to be found in constitution

4.1. Motion: That Clubs Aims & Purpose be accepted

Aims and purposes accepted by majority vote

5. Adoption of the Clubs Constitution

Explanation of the constitution to be given upon request

5.1. Motion: That the newly written constitution be adopted by the club.

Constitution accepted by majority vote

6. Election of the Executive (see attachment)

Election of the executives proceeded by Charlotte Cronk and Mia Worrall

Charlotte Cronk was elected by a majority vote of 52 to 0

Congratulations given

Zahara Richards was elected by a majority vote of 52 to 0

Congratulations given

Mia Worrall was elected by a majority vote of 52 to 0

Congratulations given

 [IGM_Election_Procedure_Template.docx](#)

7. General Business

General discussion opened

Information regarding audition dates was given

Any Questions?

No questions resulted in the conclusion of the meeting

8. Meeting Close

closing of the meeting at 7:47pm

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of Austin Page Musical Society IGM on Tue, 10 Mar 2026

Summary of Attachments

Attachments

Item	File Name
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- | | |
|----|--|
| 1. | IGM_meeting_minutes.docx |
| 6. | IGM_Election_Procedure_Template.docx |

Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [Austin Page Musical Society IGM](#)