

Lavington East Primary School P & C Association

Annual General Meeting

Held: Lavington East Primary School

Daly Street, Lavington

Date: Tuesday, 18th March 2014

Starting Time: 7.00pm

AGENDA

1. Presidents Welcome
2. Apologies
3. Minutes of Previous Annual General Meeting
4. Business Arising from Minutes
 - a. Book Pack
5. Correspondence
6. Business arising from correspondence
7. Reports:
 - Presidents Report
 - Treasurer's Report
 - Sub-committee reports
 - Principal's reportPresentation of the school's Annual Financial Statement 2013.
8. Election of office bearers:
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Co-Ordinators of Sub-Committees
9. General Business
 - a. Membership FeeAdoption of Constitution and by-laws.
Discussion on Incorporation.
Voluntary School Contribution
10. Election of auditor
11. Date of Next AGM
12. Close