

# Mimosa Public School Parents & Citizens Association

**ABN 982 422 096**

## General Meeting Agenda



<b>Date:</b>	Tuesday 9 <sup>th</sup> April 2019
<b>Time:</b>	8.00pm (Note later start - Fundraising Workshop 7pm – 8pm)
<b>Location:</b>	Mimosa Public School Library
<b>Attachments:</b>	Presidents Report Treasurer Report Uniform Shop Report

<b>Item</b>	<b>Duration</b>	<b>Speaker</b>
<b>Opening</b> <i>Call meeting to order, welcome current members and introduce new ones. Record attendance, sign in sheet, and apologies and introduce any visitors.</i>	2 min	CH
<b>Minutes</b> <i>Discuss and approve minutes from previous meeting. These are circulated beforehand therefore please read through these before the meeting</i> <i>&lt;GE to Insert hyperlink to new site when available&gt;</i>	2 min	CH
<b>Principal's address</b> – by exception	5 min	MF
<b>Reports – Q&amp;A:</b> <i>Some reports are posted on P&amp;C website. Please read through these before the meeting so that you can raise any questions that you have at the meeting.</i>		All
<b>President</b> – by exception	5 min	CH
<b>Treasurer</b> – by exception	5 min	SD
<b>Band Committee</b> – by exception	5 min	AC
<b>Canteen Committee</b> – by exception	5 min	AE
<b>Uniform Shop Committee</b> – by exception	5 min	HVM
<b>Social and Fundraising Committee</b> – by exception	5 min	MC
<b>Agenda items placed on notice</b>		
P&C contributions to the school – how it works	2 min	CH
Uniform shop – price increase to cover paid position	2 min	SD
Veggie patch / school garden project	2 min	LE
<b>Business Arising from Previous Meeting or Carried Over</b>		
Adopt Audited Financial Statements	2 min	SD
Knowledge Management – archiving documents from old google drive	2 min	GE
Just one Thing 2019	2 min	EM
<b>Correspondence</b>	2 min	GE

<b>General Business:</b> <i>Deal with new business items. This may include new urgent matters, rule changes, general matters arising, long-term plans etc.</i>	10 min	
<b>Business Carried over to next Meeting</b>	2 min	
<b>Closing</b> Next meeting Tuesday 14 <sup>th</sup> May 2019 @ 7.30pm Agenda items and written reports submitted by COB Fri 26 <sup>th</sup> April 2019. <i>Close meeting, thanking attendees, indicating the time.</i>	2 min	

Mimosa P&C welcome all new members. Membership or renewal of membership is available at the cost of \$1.00 paid to the secretary at any time during the financial year. Membership is valid for one P&C financial year, which expires in February, regardless of when membership is paid.