

ALBANY SENIOR HIGH SCHOOL P&C ASSOCIATION

To be held : Tuesday 5 November 2019 ASHS Staffroom 7pm

Apologies/ agenda items to ASHS email ash.s.pandc@gmail.com

**AGENDA**

**1. MEETING OPEN AND WELCOME/ NEW REGISTRATIONS /Apologies**

**2. ATTENDANCE**

**3. MINUTES FROM PREVIOUS MEETING**

General: 9 Sept Executive: 17 Oct, 23 Sept, 19 Aug, 30 Aug

**4. BUSINESS ARISING**

4.1 Attendance badges and talk- Jason- 10 mins

4.2 BYOD – Louise -as sent out

**5. CORRESPONDENCE**

<ul style="list-style-type: none"><li>• <b>IN</b></li><li>• Awards night invites ASHS</li><li>• Invoices – Telstra, Best Office Systems, Mondelez,</li><li>• Bendigo Term deposit Certificate</li><li>• ATO activity statement</li><li>• Catalogues- CIVIQ, Associations online, Terracycle, HR Advance</li><li>• Email-WACSSO e-magazine, WASCA e news</li><li>• Remittance advice Quickcliq</li></ul>	<ul style="list-style-type: none"><li>• <b>OUT</b></li><li>• Second hand uniform process to Uniform shop staff</li><li>• Letter to canteen staff</li><li>• Email regarding incorrect invoicing Woolworths</li><li>• Notification of new uniform shop manager</li><li>• Constitution adoption papers to WACCSO</li><li>• Quarterly Tax statement to ATO</li><li>• Email requesting quotes on printing aprons/ waterbottles</li><li>• Movie flyer</li></ul>
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**6. TREASURERS REPORT – As attached - Choice of superannuation fund**

**7. REPORTS**

7.1 Principal

7.2 Hong Kong

7.3 Music

7.4 Snack shack

**8.GENERAL BUSINESS**

8.1 Position vacant – Canteen co -ordinator

8.2 Sustainability Committee updates

8.2a Funding request - \$200.00 Adopt a spot – as attached

8.2b Funding request - \$2000.00 (1/3 costs) -Climate clever program 2020

8.2c Reimbursement M.Gust up to \$ ..... for popcorn purchased for movie screening

8.4 COMPASS information - Catherine

8.5 Process for funding requests system

8.6 Request for Canberra fundraising committee setup – Naomi R.

8.7 Constitution adoption update

**9.Next Meeting**

**10.Meeting Close**