

ALBANY SENIOR HIGH SCHOOL P&C ASSOCIATION
 Annual General Meeting
 To be held : TUESDAY 19 February 2019
 A.S.H.S. Staffroom 7pm
 Apologies/ agenda items to ASHS email ashspandc@gmail.com

AGENDA

- 1. MEETING OPEN AND WELCOME/ NEW REGISTRATIONS**
- 2. ATTENDENCE**
- 3. MINUTES** Executive meetings 20/11/2018, 23/11/2018, 3/12/2018, 11 /12/2018, 08/01/2019
- 4. BUSINESS ARISING**
 - 4.1 Canteen staff and Contracts
 - 4.2 Paper recycling and Terracycling
 - 4.3 Proposed change of bank

**5. CORRESPONDENCE
IN**

OUT

Police Children's crossings unit –survey advice	Email -Music committee
WACCSO State delegate nomination	Hong Kong trip committee
Email Quickcliq -canteen payment advice	Thank you letter to auditor
Westpac Bank statements	Email ASHS - terracycling program
Canteen contracts, Award, schedules to staff	Bunnings sponsorship request
Bunnings quote	Auditor Jan Bigland Thank You
Application for Woolworths account	

6. REPORTS

P&C President
 Principal
 Audited Financial report
 Canteen
 Hong Kong
 Music

7. ELECTIONS

All positions declared vacant by the Principal:

President

Vice President

Treasurer

Secretary

Executive Committee x 3

Canteen Coordinator and Committee

Facebook/Media coordinators x 2

8. APPOINTMENTS

Auditor

District Council Representative

WA Council of State School Organisations

Bank signatories

9. GENERAL BUSINESS

9.1 Meeting Frequency – Suggestion is one a term

9.2 National Volunteer Week grants

9.3 P&C contribution to ASHS involvement in Sustainable Communities Festival

9.4 Purchase of accounting software

9.5 Instagram account

9.6 Pedestrian Crossing survey

11. NEXT MEETING

12. MEETING CLOSE