



Agenda

WPS P&C Annual General Meeting

Wednesday 6 November 2019 @ 7pm | WPS Library

The Willoughby Public School P&C Association acknowledges the Cammeraygal people of the Eora Nation, on whose traditional land we work, and pay our respects to Elders both past and present, their culture and continued connection to land and community.

Item (items marked with an * require a vote to be carried out)	Time
1. Welcome a) Welcome to Country b) Introductions c) Apologies d) Confirmation of Quorum e) Adoption of Meeting Agenda* f) Adoption of Previous AGM Minutes – meeting held Wednesday 9 November 2019*	2 mins
2. President's Report a) Receipt and Adoption of President's Report*	5 mins
3. Treasurer's Report a) Receipt and Adoption of Treasurer's Report* b) Appointment of Auditor for coming year*	5 mins
4. Sub-Committee Reports a) Band b) Netball Club c) Chess Club d) Uniform Shop e) Receipt and Adoption of Reports*	10 mins
5. Amendments to By-Laws a) Sub-Committees b) Immediate Past President – new non-executive role c) Tenure of Committee (November – November) d) Receipt and Adoption of Amendments*	5 mins
6. P&C Membership Fees & Voluntary Contributions for 2020 a) Adoption of Membership Fees for 2020* b) Adoption of Voluntary Contribution Fees for 2020* c) Adoption of Voluntary Contribution Allocations for 2020*	5 mins
7. Life Members for 2019	2 mins



::: Returning Officer to Chair this Section :::

8. Outgoing Members – vote of thanks		2 mins
9. Elections - Nomination / Election of Office Bearers		10 mins
<u>Executive</u> a) President/s* b) Vice President/s* c) Treasurer* d) Secretary* e) Events* f) Communications*	<u>Non-Executive</u> g) Assistant Treasurer* h) Assistant Secretary* i) Assistant Events (Technology)* j) Website* k) Community Advertising* l) Entertainment Book* m) Lost Property*	
10. Sub-Committees – Confirmation of Committees and Nomination / Election of Sub-Committee Representations		10 mins
<u>Standing</u> a) Band b) Netball Club c) Chess Club d) Uniform Shop e) Sustainability (incl. Grounds) f) Adoption of Standing Sub-Committee Representatives for 2020*	<u>Ad-Hoc</u> g) Lost Property Angels h) Traffic Taskforce i) Events (x 7) j) Sports (Rugby, Athletics, Skiing etc.) k) Development	
11. Meeting Close		2 mins