Lavington East Primary School P & C Association

Annual General Meeting

Held: Lavington East Primary School

Daly Street, Lavington

Date: Tuesday, 18\textsuperscript{th} 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 report
   Presentation 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 Fee
      Adoption of Constitution and by-laws.
      Discussion on Incorporation.
      Voluntary School Contribution
10. Election of auditor
11. Date of Next AGM
12. Close