

# AGENDA

## Woonona Public School P&C Association General Meeting

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8 February 2023 | Chair: Justin Dixon (President)

Location: Woonona Public School Admin Block | Time: 18.30 – 20.00

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### Members

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P&C Committee: Justin Dixon (JD), President | Terri Toneguzzo (TT), Treasurer | Kristy Smith (KS), Vice President | Janelle Roby (JR), Vice President | Sonya Kinsey (SK), Secretary

Events Committee: Bronwyn Sedgwick (BS) | Loren Marsh (LM)

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Time	Item	Presenter
18.30 – 18.35	Welcome, Introduction, Apologies and Acknowledgment of Country <i>“We acknowledge the Traditional Custodians of the lands we are meeting on today (the Wodi Wodi people and the Dharawal nation), and pay respect to Aboriginal and Torres Strait Islander peoples, Elders past and present, and their rich and diverse cultures.”</i>	JD
18.35 – 18.40	Approval of last meeting minutes from 9 November 2022	JD
18.40 – 19.20	Reports: <ul style="list-style-type: none"><li>• President</li><li>• Principal</li><li>• Treasurer</li><li>• Uniform Shop</li><li>• Events</li></ul>	JD Tim TT BS & LM
19.20 – 19.40	Matters arising from previous meeting: <ul style="list-style-type: none"><li>• Update on Strategic Improvement Plan</li><li>• School uniform changes – any updates</li><li>• General COVID restrictions update, including access to the school grounds by parents/carers to collect their children</li></ul>	All

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Time	Item	Presenter
19.40 – 19.55	<p data-bbox="321 222 505 247">New Business</p> <ul style="list-style-type: none"> <li data-bbox="370 279 1284 1461"> <p data-bbox="370 279 1284 359">• AGM – Wednesday 8 March 2023. P&amp;C membership fees, committee and sub-committee positions, voting process.</p> <ul style="list-style-type: none"> <li data-bbox="464 384 1284 495">○ Advertise AGM to the school community at least 14 days prior to being held. The notice should include the list of representative positions to be elected at the meeting</li> <li data-bbox="464 516 1284 579">○ Prior to the AGM the Treasurer must have the records of the P&amp;C audited</li> <li data-bbox="464 600 1284 716">○ The AGM consists of the President's Annual Report, the Treasurer's Annual Report and any other annual reports required as well as the election of office bearers and representatives.</li> <li data-bbox="464 737 1284 762">○ Only financial P&amp;C members are eligible to stand for a position</li> <li data-bbox="464 783 1284 808">○ President - Two Vice Presidents - Secretary - Treasurer</li> <li data-bbox="464 829 1284 854">○ Subcommittees - Uniform,, Events Committee, Working Bee <b><u>OTHER?</u></b></li> <li data-bbox="464 875 1284 938">○ All members are eligible to vote. Membership involves an annual membership fee of \$2</li> <li data-bbox="464 959 1284 1068">○ Payment of the membership fee must be made by the close of one meeting so that the member is eligible to exercise membership rights (eg, vote) at the next meeting.</li> <li data-bbox="464 1089 1284 1199">○ Due to the fact that the membership register is not updated until after each general meeting, new members are not eligible to vote at the meeting at which their membership has been paid.</li> <li data-bbox="464 1220 1284 1329">○ The Principal can act as Returning Officer for the election and is therefore not entitled to nominate or vote. The ballot is conducted by the Returning Officer.</li> <li data-bbox="464 1350 1284 1375">○ The AGM is chaired by the outgoing President</li> <li data-bbox="464 1396 1284 1461">○ On completion of the AGM the new office bearers take over and conduct a general meeting.</li> </ul> </li> </ul>	All
TBC	Other business (if time permits)	All
19.55 – 20.00	Close	

*Please send any correspondence or agenda items in advance of the meeting to [enquiries@wppc.com.au](mailto:enquiries@wppc.com.au)*