

November - Meeting Agenda

Time 9:15am Location: Community Language Room

Date: 17th November 2017

1. Welcome and Apologies

2. Business arising from last minutes

Future fund raising event (Secretary)

- 1) There must be five financial members present to conduct the meeting.
- 2) Any voting items require only the financial members to vote.
- 3) Financial membership fee is 50cents.
- 4) Proper planning and procedure needs to be organised for any fund raising event.

3. Incoming mail

4. Outgoing mail

5. General Business

- Opening time of gate on King Georges Road.
- Consistency of Merit certificates awarded.
- Discussion on White Ribbon Day for parent's involvement.
- Conduct of parents in the playground.

Financial report – treasurer

Principal's report

Meeting close

If you have any issues you would like tabled during one of our meetings please contact secretarylps2017@gmail.com a week prior the meeting to have it noted in the agenda