**COMO PRIMARY SCHOOL P&C ASSOCIATION**

**AGENDA FOR GENERAL MEETING NO. 18/03**

Meeting to be held on **Wednesday 16th May 2018** commencing at **7.00pm** in the school staff room.

1. **Present and Apologies**
2. **Confirmation of previous minutes.**
3. **Business arising from previous general meeting minutes (14th Feb 2018)**

*Action 1: Jeff asking another contact who may be able to help with Eagles player signing jumper.*

*Action 2: Jeff to email Andrew book club question and Andrew will respond.*

*Action 3: Lynne to include proposal to fund Mathletics & Reading Eggs in agenda for AGM meeting.*

*Action 4: Jeff to confirm with Anna via email that he still wants PDs for canteen positions.*

*Action 5: Andrew putting together a description of duties and responsibilities for Grounds Committee and Nick will circulate to “Comovers”*

*Action 6: Committee to bring a plate each and Kellie to bring wine.*

1. **Correspondence**
2. **Reports**
   1. **President**
   2. **Board**

* Board Report
  1. **Principal**
* Principal’s Report
  1. **Treasurer’s**
* Treasurer’s Report

1. **Matters arising from Committees**
   1. **Fundraising Committee**
   2. **Banking Report**
   3. **Uniform Shop Report**
   4. **“Comovers’**
   5. **Class Representatives**
   6. **Safety Committee**
2. **Canteen Committee**
3. **Other Business**
   1. Artificial flower wreaths for ANZAC Day (replace school wreath and purchase P&C wreath).
4. **Date of next meeting**
5. **Close of meeting**