



# WOODLANDS PRIMARY SCHOOL

P&C

## Parents and Citizens Association Inc.

**General Meeting**  
**24 February 2020 at 7.30pm in School Library**

### AGENDA

1. **Attendance and Apologies**
2. **Approval of Previous Meeting Minutes**
3. **General Welcome** – Chris Grubb, 2019 President
4. **Principal's Welcome & Report** – Gavin Power, Principal
5. **Presentation of 2019 Financial Report**  
– Donna Carrington, Treasurer
6. **Elections:**
  - i) **Executive Committee Members:** President, Vice President, Secretary, Treasurer, Assistant Treasurer, General Executive Committee Members (not less than 2)  
*\*All Executive members are expected to sit on a committee or have an appointment, as per items 6ii and 7*
  - ii) **Sub-Committees:** Canteen Committee, Uniform Shop Committee, Fundraising Committee, Grounds Committee
7. **Appointments:**
  - i) WACSSO Rep
  - ii) School Board Rep
  - iii) Class Rep Liaison
  - iv) Website Upkeep
8. **2020 Budget**
  - i) Overview of budget process, invitation for submissions
  - ii) Summary Review of School Budget Requests for 2020 – Gavin Power
9. **Bank Authorisations and Revocations**
10. **Open discussion / brainstorm about 2020**
10. **Next Meeting:** Week 7, Monday 16 March 2020
11. **Adjournment**