**ANNANDALE NORTH PUBLIC SCHOOL PARENTS AND CITIZENS ASSOCIATION**

**Annual General Meeting**

 **Wednesday 7th December 2016 meeting 7:00pm - 7:30pm**

1. **Welcome, attendance and apologies**:

Membership and eligibility to vote

1. **Confirmation of minutes of previous AGM:**

2.1 December 2015

1. **Business arising from previous minutes:**

3.1

1. **Reports:**
	1. President’s annual report:
	2. Principal’s annual report:
	3. Treasurer’s report:

 **Elections and Appointments**

* 1. **Appointment of Returning Officer**

Proposal for principal to be returning officer to report any written nominations received, call for nominations from the floor and conduct any ballots.

* + 1. Election of Officials

President, two Vice-Presidents, Treasurer and Secretary

Motion on notice: That rule 5 of the P&C rules be amended by addition of the second sentence so as to read **“No person shall serve more than three consecutive years in the same office. Notwithstanding this, the position of Secretary may be occupied once only for a fourth consecutive year beginning at the AGM.” Moved: Tracey Blow, seconded: Annette Walker**

* + 1. Election of other members of the executive
* Communications officer
* Assistant treasurer
* IT coordinator
* Others

*Returning officer passes meeting to newly elected chair*

* + 1. Election of sub-committee co-ordinators:
* Band and Strings Sub-Committee Coordinator
* Fundraising
* Facilities
* Supporting Quality Learning
* Grants
	+ 1. Setting of membership fee for 2017
* Proposal it remain at $2.00
	+ 1. Renewing existing membership
		2. New applications for membership
		3. Notice re: change of bank signatories to the newly elected Officers
1. **Life Membership Nominations**

**Date of next meeting - 6th December 2017 7:00pm**