

# Comet Bay Primary School P&C Association

c/-85 Miltona Drive, Secret Harbour Western Australia 6173

**AGENDA - Open General Meeting – Tuesday 10<sup>th</sup> November 2020**

**6:30 PM**

Time	Item	Owner
6:35pm	Open and welcome by chairperson Reminder of tribes agreements <ul style="list-style-type: none"> <li>• Attentive Listening</li> <li>• Appreciation/No put-downs</li> <li>• Mutual Respect</li> <li>• The Right to Pass</li> </ul>	Brooke Benbow
6:37pm	Attending members noted	
6:38pm	Apologies for absence	
6:40pm	Confirm of minutes from previous meeting <ul style="list-style-type: none"> <li>• The minutes of the <b>General Meeting</b> of Comet Bay Primary School held on the <b>20<sup>th</sup> October</b> have been made available for public perusal. They have been read and confirmed as an accurate and true record, and a copy has been put in the school file.</li> </ul>	Brooke Benbow
6:42pm	Business arising from previous minutes	Brooke Benbow
7:25pm	Correspondence incoming/outgoing <ul style="list-style-type: none"> <li>• Incoming</li> <li>• Outgoing</li> </ul>	Brooke Benbow
7:30pm	Reports and Updates <ul style="list-style-type: none"> <li>• Canteen and online canteen</li> <li>• Uniform shop</li> <li>• Principals report</li> <li>• School board report</li> <li>• Treasurers report</li> <li>- <i>Canteen expenses (donation?)</i></li> <li>• Donations</li> <li>• Book club</li> <li>• Book fair</li> <li>• Fuel our school</li> <li>• Containers for Change</li> </ul>	Amanda Ball Sarah Groves Graeme Watson Graeme Watson Leesa Darby Brooke Benbow Brooke Benbow Rachel Fiorini Jo Maclean Hayley T/Emily T Brooke Benbow
8:10pm	General Business <ul style="list-style-type: none"> <li>• P&amp;C Christmas dinner</li> <li>• Donation money to school (naming rights)</li> <li>• School calendar (ETA)</li> <li>• EOY raffle</li> <li>• EOY Christmas functions (are they going ahead)</li> <li>• Next meeting – <b>Tuesday 8<sup>th</sup> December 2020</b> (Tuesday 6:30pm)</li> </ul>	Kylie Walling Brooke Benbow Brooke Benbow Brooke Benbow
8:30pm	Meeting declared closed, thank you for attending	Brooke Benbow