



Muirfield High School P&C Association Incorporated.
Contact us: Muirfield.p.and.c@gmail.com

Annual General Meeting Agenda

Wednesday 22nd March 2023 at 7:30PM

Venue: Staff common room

1. **Welcome and Opening:** Charmaine Hetem
2. **Attendance:** as per Attendance Sheet
3. **Apologies**
4. **Minutes of Previous Meeting:** Wednesday 9 March 2022
5. **Business arising from Previous Minutes**
6. **Presentation of Annual Report:** Charmaine Hetem
7. **Principal's Report:** Jennifer Reeves
8. **Election of 2023 office bearers**
9. **Handover to the incoming Executive positions and proceed with General Meeting.**
10. **Close of Meeting**