



Muirfield High School P&C Association Incorporated

General Meeting Agenda

Wednesday 8th February 2023

Time: 7:30PM

Virtually meeting via Zoom



1	Welcome	Charmaine Hetem	7:30PM
2	Attendance	Charmaine Hetem	
3	Apologies	Charmaine Hetem	7:40PM
4	Adoption of minutes of previous meeting	Charmaine Hetem	7:43PM
5	Business arising from previous minutes		
	• Motion: P&C to donate \$350.45 to the school to pay for the Year 12 gift bags.	Charmaine Hetem	7:45PM
	• Motion: Close unused St George Account BSB: 112-879 Account number: 440 433 387 Current balance: \$0.00	Charmaine Hetem	7:50PM
6	Correspondence In/Out	Charmaine Hetem	7:55PM
7	P&C Reports		
	• President report	Charmaine Hetem	8:00PM
	• Treasurer report	Charmaine Hetem / Christina Sipkes	8:05PM
	• Canteen report	Charmaine Hetem	8:10PM
	• Uniform shop report	Charmaine Hetem Christina Sipkes	8:15PM
	• CAPA report	Charmaine Hetem / Jason Montgomery	8:20PM
8	Principal's report	Jennifer Reeves	8:25PM
9	General business		
	• Motion: Add Charmaine Hetem as an associate to the ABR	Charmaine Hetem	8:45PM
	• Motion: Add Charmaine Hetem as an Qkr! authorised person to make changes to the Qkr! app and associated bank accounts.	Charmaine Hetem	8:50PM
	• NSW Back-to-school vouchers	Charmaine Hetem	8:55PM
10	Close of meeting	Charmaine Hetem	9:00PM