



# Clayton Preschool Inc.

Clayton Community Centre

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Registration number: A0006127Y

ABN: 46 478 664 396

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## Agenda - 2015 Committee Meeting 2 - Tuesday 17<sup>th</sup> March 2015, 7pm

### 2.1 Open Meeting

- 2.1.1 Welcome
- 2.1.2 Apologies
- 2.1.3 Confirmation of previous minutes

### 2.2 Previous Business

- 2.2.1 Grant expenditure
- 2.2.2 New members
- 2.2.3 Filing cabinet
- 2.2.4 Bill register
- 2.2.5 Coat rack
- 2.2.6 Maintenance
- 2.2.7 Newsletter
- 2.2.8 Fundraising
- 2.2.9 Facebook
- 2.2.10 Social night

### 2.3 Reports

- 2.3.1 President
- 2.3.2 Vice President
- 2.3.3 Treasurer - statutory requirements
- 2.3.4 Enrolment Officer - current enrolment status
- 2.3.5 Fundraising
- 2.3.6 IT
- 2.3.7 Educators

### 2.4 Correspondence

### 2.5 General Business

- 2.5.1 Extra hours
- 2.5.2 Ratios

### 2.6 Close Meeting

Next meeting - April 2015

