



Clayton Preschool Inc.

Clayton Community Centre

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Registration number: A0006127Y

ABN: 46 478 664 396

Agenda - 2015 Committee Meeting 3 - Tuesday 21st April 2015, 7pm

3.1 Open Meeting

3.1.1 Welcome

3.1.2 Apologies

3.1.3 Confirmation of previous minutes

3.2 Previous Business

3.2.1 Grant expenditure

3.2.2 New members

3.2.3 Filing cabinet

3.2.4 Bill register

3.2.5 Coat rack

3.2.6 Maintenance

3.2.7 Facebook

3.2.8 Ratios

3.3 Reports

3.3.1 President

3.3.2 Vice President

3.3.3 Treasurer - statutory requirements

3.3.4 Enrolment Officer - current enrolment status

3.3.5 Fundraising

3.3.6 IT

3.3.7 Educators

3.4 Correspondence

3.5 General Business

3.6 Close Meeting

Next meeting - May 2015