

Walter Infant School
Parents Association
Registered Charity No. 280323

Annual General Meeting

30th September 2016

Introductions

Co-Chairs: Emma Leigh & Lucy Wood

Treasurer: Olga Ninkovic

Secretary: Anna Nicholson

Agenda

1. Apologies for absence
2. Minutes of the Annual General Meeting held on (2nd October 2015)
3. Chair's Report for 2015/2016
4. Treasurer's Report for the year ending 31 Aug 2016
5. Election of Officers of the Committee
 - Chair
 - Secretary
 - Treasurer
 - Ordinary Committee members
6. Any other business - book fair volunteers (Weds 12th Oct – Mon 17th Oct)
7. Date for 1st committee meeting of the year

Absences & Minutes from Previous AGM

Any Absences?

Minutes from previous AGM

- Held on 2nd October 2015 in school hall
- Sent to attendees by email
- Request for proposer - minutes as a fair representation of last year's meeting?
- Request for second

Chair's & Treasurer's Report

- Chairs Report



Microsoft Office
Word Document

- Treasurer's Report



Adobe Acrobat
Document

- Request for proposer – accounts a fair representation?
- Request for second

Election of Secretary

- Re-elections of
 - Chair / Co-chair
 - Treasurer
- Nominations for secretary role
 - Kate Radford
 - ??
- Propose
- Second

AOB

1. Any other business - book fair volunteers (Weds 12th Oct – Mon 17th Oct)
2. Date for 1st committee meeting of the year