



# Heritage Early Childhood Centre Annual General Meeting - Agenda

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The Heritage Early Childhood Centre Annual General Meeting will be held at 5.00pm on Tuesday 14 March 2023, in person.

## **Item 1: Apologies and announcements**

To be received.

*Recommendation: That the Committee note the apologies and announcements*

## **Item 2: Chairperson's report**

*Recommendation: That the Committee note the Chairperson's report.*

## **Item 3: Auditing of Finances**

*Recommendation: That the Committee note the discussion regarding the auditing of finances.*

## **Item 4: Warning register for 2022**

*Recommendation: That the Committee note the discussion for this item.*

## **Item 5: Appointment of a new management committee for 2023**

Committee members must be able to hold a Working with Vulnerable People (WWVP) card, and not have bankruptcy on their record.

*Recommendation: That the Committee receive nominations and approve position holders for the following positions:*

*President/Chairperson*

*Deputy Chairperson*

*Treasurer*

*Deputy Treasurer*

*Secretary*

*Public Officer*

*Human Resources Officer*

*Fundraising Coordinator & Social and Cultural Officer*

*Grants Officer*

## **Item 6: Other Business**

For members to raise and discuss any other matters.

*Recommendation: That the Committee note the matters raised and the responses*