



Heritage Early Childhood Centre Management Committee

Agenda – February 2024

The monthly meeting of the Heritage Early Childhood Centre Management Committee will be held at 5.00pm on second Tuesday of the month, in person and via Zoom (<https://anu.zoom.us/j/84718598372?pwd=K3RYdGx2YUhyN3BHQmVwclNsODZtdz09>).

Item 1: Acknowledgement of Country

“We acknowledge and celebrate the First Australians on whose traditional lands we meet and pay our respect to the elders past and present.”¹

Item 2: Introductions, apologies, and announcements.

For members to introduce themselves, note any apologies and announcements.

Item 3: Approval of minutes

Recommendation: That the Committee approve the minutes of the previous HECC Management Committee meeting.

Item 4: Actions from previous meeting

To review action from minutes of previous meeting, highlighted in yellow in Minutes document.
Recommendation: That the Committee note the actions as completed or pending.

Item 5: Director’s report

To be received at the meeting.
Recommendation: That the Committee note the Director’s report.

Item 6: Chairperson’s report

To be received at the meeting.
Recommendation: That the committee note the Chairperson’s report.

Item 7: Treasurer’s report

To be received at the meeting and financial statements to be received prior to the meeting, if possible.
Recommendation: That the committee note the Treasurer’s report.

Item 8: Policy Items

Recommendation: That the Committee discuss and approve policy items as required.

Item 9: Staff Representative’s Report

To be received at the meeting.
Recommendation: That the Committee note the report.

Item 10: WHS Report

To be received at the meeting.
Recommendation: That the Committee note the WHS report.

¹ <https://services.anu.edu.au/human-resources/respect-inclusion/anu-acknowledgment-of-country>

Item 11: Grants Officer's Report

To be received at the meeting.

Recommendation: That the Committee note the report.

Item 12: Public Officer's Report

To be received at the meeting.

Recommendation: That the Committee note the report.

Item 12: Other Business

For members to raise and discuss any other matters.

Next meeting:

The next meeting will be held at 5.00pm on second Tuesday of following month.