**AGENDA**

**BOARD OF MANAGEMENT MEETING**

**Wednesday 20 March 2024 @ 7.30 pm**

**Location: Pre-School**

|  |  |  |
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| **Item No.** | **Description** | **Lead** |
| **1** | **Welcome** |  |
| A | Acknowledgment of Country  *We would like to acknowledge that this meeting is being held on the traditional lands of the Guringai people. And we pay our respects to those people, past and present.* | AD |
| B | Apologies | AD |
| C | Confirmation - no conflict of interest | AD |
| D | Confirmation - minutes of previous meeting | AD |
|  |  |  |
| **2** | **Matters for Discussion** |  |
| A | Action items from previous meeting (standing item) | AD |
| B | Director’s Report (incl. fees and enrolments if required)  (standing item) | TD |
| C | Staffing matters | TD |
| D | Introduction to New Board Members | TD |
| E | Overview of Orientation Packs | TD |
| F | Legal Considerations – Roles and Responsibilities, delegations | TD |
| G | Aims of Board Meetings | AD/TD |
| H | Dates for Future meetings | TD |
|  |  |  |
| **3** | **Matters for Decision** |  |
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|  |  |  |
| **4** | **Matters for Noting (discussed on an exception basis)** |  |
| A | Correspondence received/sent |  |
| B | Marketing & Promotions Report |  |
| C | Social Committee Report |  |
| D | Grants Report |  |
| E | Works Report |  |
| F | IT Report |  |
|  |  |  |
| **4** | **Other business** |  |
| A | Questions |  |
| B | Date of next meeting: |  |
| C | Meeting close |  |