

Western Australian School Canteen Association Inc.



Supporting healthy choices

Notice of the Annual General Meeting of the Western Australian School Canteen Association Inc.

Dear WASCA Member,

We invite you to the upcoming Annual General Meeting of the members of Western Australian School Canteen Association Inc. (WASCA). The details of this meeting are as follows:

Date: Saturday 25 November 2023

Time: 9.30am – 11.30am

Location: Newman College, 216 Empire Avenue, Churchlands WA

Virtual attendance: if you cannot make it in person, you can join us online, a link will be provided prior to the meeting

Program:	9.30am	Welcome and AGM
	10.15am	Morning tea
	10.30am	Workshop: The Business of Running a Canteen

This workshop aims to guide you through some of the issues our school canteens face and empower you in three key areas: running a successful business, nurturing your invaluable team, and optimising operations.

Please see attached a copy of the agenda, including special resolution, proxy voting form and a nomination form with details about joining the WASCA Board.

Register at wasca@education.wa.edu.au or call 08 9264 4999 by 20 November, please advise of any dietary requirements.

We would also like to share our thanks to you, our members, for your trust and continuing support. Looking ahead, we remain confident our organisation will continue on its path of long-term success, creating further value for members, guided by our purpose.

We send our best wishes and health for the end of the year and festive season.

Beki Bampton
President
president.wasca@gmail.com

Megan Sauzier
Chief Executive Officer
megan.sauzier@education.wa.edu.au

Program

- 9.30am Welcome and Acknowledgement of Country
Annual General Meeting Agenda
1. President’s report
 2. Treasurer’s report
 3. Chief Executive Officer’s report
 4. Nominations for, and election of, Office Bearers and Board Members
 5. Nominations and election of Auditor (if required)
 6. the Annual Membership Fee
 7. Special business of which notice has been given
 - 7.1 Motion to amend the rules of the Association, see proposed amendments below
 8. General business.
- 10.15am Morning tea
- 10.30am **Workshop: The Business of Running a Canteen**
This workshop aims to guide you through some of the issues our school canteens face and empower you in three key areas: running a successful business, nurturing your invaluable team, and optimising operations. This interactive session will include three fantastic speakers.
1. **Debbie Booth commenced with the WA Council of State School Organisations** as a trainer in 2004, has run a successful small business and is currently working in finance. Debbie will focus on the canteen financial management area including reporting and budgeting, along with obligations that your P&C must address.
 2. **Lois Andrijich is the Director of Life at Work** and has over 15 years' experience in Human Resources roles across for-profit and not-for-profit sectors. Lois holds a Masters in HR Management, a Certificate in Strategic Management, and undergraduate and Honours degrees in Psychology. Lois will address the Human Resources component of your canteen business.
 3. **Megan Sauzier is the Chief Executive Officer of WASCA** and holds a Bachelor of Health Science (Nutrition) with Honours, she joined WASCA in 2006. Megan’s presentation will provide guidance on optimising the operations of your canteen.
- 11.30am Close.

7.1 Special business of which notice has been given

Motion to amend the rules of the Association to reflect the model rules. A copy of the amended draft constitution can be found [here on the WASCA website](#).

Section	Current constitution	Proposed change to the constitution
18.1	d) shall be determined by Ordinary Resolution of the Members.	d) shall be determined by Special Resolution of the Members.
18.2 g	g) shall be determined by Ordinary Resolution of the Members.	g) shall be determined by Special Resolution of the Members.
19 and 19.1	NA (new content)	19. Common Seal 19.1 The Association has no Common Seal.