**MINUTES OF MAHANDAKINI SECONDARY SCHOOL PMC MEETING HELD ON 14/04/2021 AT THE PRINCIPAL’S OFFICE**

**Members present**

1. John Musau -P.A Chair
2. Sera Kioko -Treasurer
3. Mkilimo -secretary
4. Liverson Mwarusha -member
5. Raphael Kihara -NGCDF clerk of works

**Preliminaries**

The chairperson called meeting to order at 10:00am and a word of prayer followed from Sera Kioko. He welcomed members to the meeting. Self-introduction session followed led by Secretary Mr. Philip Mkilimo.

**AGENDA**

1. Approval of payment for supply of 60lockers and chairs
2. A.O.B

**MIN 1/14/4/2021: APPROVAL OF PAYMENT**

Members approved payments to be made as below:

1. CLEGIL ENTERPRISE KES. 386,224
2. KENYA REVENUE AUTHORITY KES. 6,776

**MIN 2/14/4/2021: A.O.B**

There being no other business to discuss the meeting was closed with a word of prayer from John Musau at 10:38 am.

Minutes prepared by:

Philip Mkilimo …………………………. Date………………………………

Minutes confirmed by:

Raphael Kihara …………………………. Date……………………………….