

Document Title: Notice of General Meeting & Agenda		
Document Type: Notice & Agenda	Meeting Date: 21 November 2019	Time: Start after AGM – approx.10.30
Meeting Venue: Mundubbera Town Hall Supper Rooms – Lyons Street, Mundubbera		
No	Agenda Item	Presenter
1	Welcome, Declarations of Interest and Apologies	Chairperson
2	Adoption of Agenda	Chairperson
3	Confirmation of Minutes: 22 August 2019	Secretary
4	Business Arising from Previous Minutes	Chairperson
5	Coordinators Reports	General Manager
6	Landcare Group's update	Chairperson
7	Endorse: Expenditure & Treasurers Report	Treasurer
8	Endorse: Membership received	Chairperson
9	Endorse: Compliance Report	Chairperson
10	Endorse: Contracts	Secretary
11	Correspondence Report	Secretary
12	General Business	Secretary
13	Next Meeting Date to Be Set	Chairperson
Close of Meeting and Light Refreshments.		
<p>Previous minutes are available from BCCA office Please phone(07) 4166 3898 or email admin@burnettcatchment.org</p>		