



Document Title: Notice of AGM & Agenda		
Document Type: Notice & Agenda	Meeting Date: 12 November 2020	Time: 9.30am – morning tea to follow
Meeting Venue: Mundubbera Town Hall Supper Rooms – Lyons Street, Mundubbera		
No	Agenda Item	Presenter
1	Welcome, Declarations of Interest and Apologies	Chairperson – Paul Lobegeier
2	Endorse: Proxies	Secretary
3	Amendment/Confirmation of Minutes	Secretary
4	Report of Management Committee	Chairperson – Paul Lobegeier
5	Treasurers Annual Report	Treasurer
6	Election of Management Committee	Returning Officer
7	Election of Office Executives	Returning Officer
8	Appointment of Auditor	Treasurer
9	Membership fee	Treasurer
<p>If you are unable to attend the AGM, you may appoint a person to vote on your behalf by proxy. Proxy forms are available by contacting the office on (07) 4166 3898.</p>		
<p>Previous minutes are available from BCCA office Please phone(07) 4166 3898 or email admin@burnettcatchment.org</p>		