

Document Title: Notice of General Meeting & Agenda		
Document Type: Notice & Agenda	Meeting Date: 12 November 2020	Time: starts after the AGM – approx. 10.30am
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: 20 August 2020	Secretary
4	Business Arising from Previous Minutes	Chairperson
5	General Manager Report	General Manager
6	Endorse: Expenditure & Treasurers Report	Treasurer
7	Endorse: Membership received	Chairperson
8	Endorse: Compliance Report	Chairperson
9	Endorse: Contracts	Secretary
10	Correspondence Report	Secretary
11	General Business	Secretary
12	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>		