

91 Queen Street
Campbelltown NSW 2560
P.O. Box 685
TEL 4645 4523
FAX 4645 4426
EMAIL clientsmowcamp@outlook.com
ABN 23 856 257 867



Management Committee Meeting Agenda

Wednesday 14/02/2018

1. Establish Quorum

2. Apologies

3. Business arising from last meeting

- Future Training
- Amy's work commitments
- Macarthur Community Radio
- Young Volunteers
- Strategic Planning Meeting

4. Treasurer & Financial Reporting

- As per Financial Report
- Appointment of Auditor

5. Correspondence

6. Coordinators Report

- As per Coordinators Report

7. General Business

8. WH & S

- Office Audit
- Accident and incident Adverse event.

9. Marketing & Promotions

- Shopping Promotions
- Bunnings BBQ's
- Ingleburn Alive
- IBIS Hotel BBQ's

10. Policy & Procedures

- Policy: Section 16; Complaints and Service User Feedback

11. Equipment Management

Next Business Date: 11/04/2018 – 10am

