

Club Name

Agenda – Meeting #1 2019

Minutes
Date:
Time:
Location:
Attendees:
Apologies:
Quorum

Item	Description
1	Previous Minutes
2	Correspondence In e.g. Information from SSA
3	Business Overview
3.1	e.g. Finance Report Finance report attached – review
3.2	e.g. Sponsorships Sponsorship report – review
3.3	e.g. Juniors Competition Fixtures for the season

Insert Sponsor logo (optional)

Club Name – Agenda – Meeting: Date
Insert Club Logo



4	Other Business
5	Next Meeting
	Date/Time/Location
6	Meeting Close
	Time

Insert Sponsor logo (optional)