

Attendance & Apologies (All- Please sign the Attendance book)

Welcome & Safety

Club Executive (**Secretary**)

- Minutes of previous meeting
- Business arising from these minutes
- Correspondence in
- Business arising from Correspondence

Club Management (**President**)

- Strategy, Club Development and Planning
- Action Items review
- Policy, Procedure, Roles and Responsibility
- Risk Management & Club Maintenance

Finance (**Treasurer**)

- Profit & Loss / Balance Sheet
- Grants and Donations
- Fundraising Report

Member Services (**Senior Registrar**)

- New Members, Transfers & Exits

Member Services (Junior Registrar)

- New Members, Transfers & Exits

Life Saving Services (**Club Captain**)

- SLS Status
- First Aid

Education and Training (**Chief Training Officer**)

- Courses
- Stats

Junior Activities (**JAC President**)

Surf Sports (**Surf Sports Director**)

- Coaching and Training Program Update
- Competition Update

Craft Report (**Board and Ski Captain Captain**)

General Business (All)

Meeting Closed / Next Meeting (President)