



**DICKY BEACH GENERAL MEETING
NOTICE & AGENDA
TEMPLATE No. 006
NOTICE OF GENERAL MEETING**

DICKY BEACH SURF LIFE SAVING CLUB

When: <Insert Day, Date and Year>
Time: <Insert Time>
Venue: Dicky Beach Surf Club - <Insert exact location>

Notice is hereby given to all members for the above meeting.

Business

1. Opening of Meeting
2. Attendances
3. Apologies
4. Confirmation of Previous Minutes
5. Business Arising from Previous Minutes
6. Correspondence
7. Board Report
8. Financial Report
9. General Business (if any)
10. Closing of Meeting

<Insert Secretary's Name & Signature>
Secretary

Note: *Any items of General Business shall be submitted to the Secretary at least 7 days prior to the Meeting provided that any item of importance may be permitted to be discussed from the floor at the discretion of the Chairperson.

PLEASE NOTE: Members eligible to vote are Financial, (membership fees must be paid prior to commencement of General Meeting), Active (Bronze Medallion holders), Reserve Active, Long Service, Life Members, Officers and Award Members who have been granted voting rights by the Board only.