



DICKY BEACH COMMITTEE COVER REPORT TEMPLATE 010

NAME OF SUB COMMITTEE

PLACE NAME OF COMMITTEE HERE

DATE OF MEETING

PLACE DATE OF COMMITTEE HERE

MOTIONS FOR CONSIDERATION

Clearly state who **MOVED** and **SECONDED** the motion – if the motion was **CARRIED** and indicate dissenting person's names

If the motion relates to expenditure – please indicate the full amount to be expended and if within the budget or if it falls outside the budget.

Should an item fall outside of what is budgeted final approval rests with the Board of Directors

FINANCE

The committee must indicate:

- If they are within their budget
- Identify strategically if the area may need more funds and why
- What fundraising strategies are to be implemented to meet the proposed overspend

STRATEGIC PLAN

The committee must indicate any actions which impact on the strategic plan e.g. meeting goals set or if the committee feels the strategic plan needs to be modified

ITEM OF INTEREST

Items of interest should be dot pointed – these items should relate to issues:

- Good initiatives
- Good results
- Any issue where the club may be able to publicise
- Any issue which may cause concern to the club

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Name of Chairperson