

AGENDA

THE ARC

11th January, 2018
@ 1700 hrs, Harty Close

Attendees: Jackie Hansen
Julie Willers
Jill Maloney
Anne Livermore

1. Chairman's opening remarks
2. Apologies for absence
3. Minutes of previous meeting
4. Chairman's remarks.
 - A) *Project table*
 - B) *Committee Members dates they are unable to attend.*
 - C) *thank you cards send to Clair and Sue W.*
 - D) *Positive feedback received for Christmas party.*
 - E) *Payment to myself for Bag Book, Julie has receipt*
 - F) *Banking, request to be more transparent/detailed*
Weekly refreshment amounts to be recorded so they can be tallied with statements.
5. Officers report:
Treasurer
Secretary
Liability & Safe guarding
6. Any other business
7. Date of next meeting
8. Close Meeting