

MEETING AGENDA



Fundraising Group name:

Date:

Time:

Venue:

AGENDA

1. Welcome
2. Minutes from the last meeting
3. Treasurer's report
4. Current fundraising activity:
 - a. Upcoming events
 - b. Upcoming collections
 - c. Collection tins and boxes
 - d. Promotion & publicity
 - e. Other
5. Correspondence
6. Future fundraising ideas
7. Referrals or queries for Community Fundraiser
8. Any other business
9. Date, time and venue of next meeting