

Friends of Verdin Park

Annual General Meeting Agenda

Date: _____

Time: _____

Venue: _____

Agenda

1. Welcome and Opening of Meeting

- Introduction by the Acting Chair
 - Confirmation that the meeting is quorate
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2. Approval of Agenda

- Members asked to approve the meeting agenda
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3. Adoption of Constitution

- Presentation of the proposed Constitution of Friends of Verdin Park
 - Discussion and questions
 - Vote to adopt the constitution
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4. Chair's Report

Report covering:

- Formation and development of the Group
 - Activities undertaken
 - Community engagement
 - Current position regarding Verdin Park
 - Objectives for the coming year
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5. Treasurer's Report

Presentation of:

- Income received
 - Expenditure incurred
 - Current bank balance
 - Approval of accounts by members
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6. Election of Officers and Committee

Election of:

- Chair
 - Secretary
 - Treasurer
 - Additional Committee Members (if required)
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7. Future Structure and Governance

Discussion regarding:

- Ongoing governance arrangements
 - Membership process
 - Meeting schedule
 - Working groups or subcommittees
 - Consideration of future charitable or incorporated status
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8. Motions and Resolutions

Consideration of any motions properly submitted before the meeting.

9. Any Other Business

Items raised by members at the discretion of the Chair.

10. Close of Meeting