Meeting Agenda

Fundraising Group name:

Date:

Time:

Venue:

Agenda

1. Welcome
2. Minutes from last meeting
3. Treasurer’s report
4. Current fundraising activity:
   1. Upcoming events
   2. Upcoming collections
   3. Collection tins and boxes
   4. Promotion and publicity
   5. 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