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| **Meeting:** | Audit & Risk Sub-Committee | **Date:** | Wednesday, 20 November 2024 |
| **Meeting No.:** | 4/2024 | **Time:** | 7:30pm |
| **Chair:** | Gary Dore | **Venue:** | On-line |

**Members In Attendance:**

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| Jo Harris  | Board Director/Treasurer  |
| Gary Dore | Board Director |

**Others In Attendance:**

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| Nil |  |

**Apologies:**

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| **Item No.** | **Subject** |
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|  | **Acknowledgement**I acknowledge the traditional custodians of the land we are meeting on today, the Gunnai Kurnai people, and pay my respects to their Elders, past present and emerging. |
|  | **Appointment Of Positions**Timekeeper: Gary DoreMinute Taker: Gary Dore |
|  | **Declaration Of Conflict of Interest**Nil |
|  | **Confirmation Of Previous Minutes**Motion: That the minutes of the previous meeting, held on Wednesday, 9 October 2024, be accepted.Moved: Choose an item.Seconded: Choose an item. |
|  | **Matters For Committee Discussion & Recommendation to the Board**5.1 Financial Report – October 2024 Discuss and review the report – Appendix 1 Action: {insert action here}Motion: {insert motion here}Moved: Choose an item.Seconded: Choose an item.5.2 Audit & Risk Committee Meeting Dates Determine dates and times for the scheduling of future meetings. Action: {insert action here}Motion: {insert motion here}Moved: Choose an item.Seconded: Choose an item.5.3 Audit & Risk Committee Schedule of Agenda Items Discuss and amend draft schedule – Appendix 2Action: {insert action here}Motion: {insert motion here}Moved: Choose an item.Seconded: Choose an item.5.4 Appointment of AuditorsProvide names of options of potential firms to be approached to conduct financial audits. Action: {insert action here}Motion: {insert motion here}Moved: Choose an item.Seconded: Choose an item. |
|  | **Other Business**Nil |
|  | **Next Committee Meeting**Date: To be advisedTime: To be advised Venue: On-line  |

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| **Meeting Closed** |
| Date: | Wednesday, 20 November 2024  |
| Time: | Choose an item. |
| Chair: | Gary Dore |
| Signature: |  |
| Date signed: |  |
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