|  |  |  |  |
| --- | --- | --- | --- |
| **Meeting:** | Audit & Risk Sub-Committee | **Date:** | Select a date |
| **Meeting No.:** | Choose an item./2024 | **Time:** |  |
| **Chair:** | Choose an item. | **Venue:** | {insert venue here} |

**Members In Attendance:**

|  |  |
| --- | --- |
| Edwin Vandenberg  | Board Director  |
| Gary Dore | Board Director |

**Others In Attendance:**

|  |  |
| --- | --- |
| Nil |  |

**Apologies:**

|  |  |
| --- | --- |
| Robyn George | Board Director/Treasurer |

| **Item No.** | **Subject** |
| --- | --- |
|  | **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: Choose an item.Minute Taker: Choose an item. |
|  | **Declaration Of Conflict of Interest**Nil |
|  | **Confirmation Of Previous Minutes**Motion: That the minutes of the previous meeting, held on Select date from dropdown box, be accepted.Moved: Choose an item.Seconded: Choose an item. |
|  | **Matters For Committee Discussion & Recommendation to the Board**5.1 {insert heading here}{insert description here} Action: {insert action here}Motion: {insert motion here}Moved: Choose an item.Seconded: Choose an item.{copy the above as needed for additional items} |
|  | **Other Business**Nil |
|  | **Next Committee Meeting**Date: Select date from drop down boxTime: Choose an item. Venue: {insert venue here} |

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| --- |
| **Meeting Closed** |
| Date: | Thursday, 4 July 2024  |
| Time: | Choose an item. |
| Chair: | Choose an item. |
| Signature: |  |
| Date signed: |  |
|  |  |