

## Document Information

Reporting Manager	Carl Dalheim	Document Version No.	0.2
Quality Review Method	Peer Review	Document Version Date	06/05//2018
Prepared By	Carl Dalheim	Preparation Date	05/05/2018
Reviewed By	MH, MF, DJ, SC, BA	Review Date	05/05/2018

## 1 Distribution List

From	Role	Phone
Carl Dalheim (CD)	OV Secretary	0400 082 871

To	Role	Phone	Attendance (Y/N)
Mark Hennessy (MH)	OV President		
David Jaffe (DJ)	OV Vice President		
Margi Freemantle (MF)	OV Vice President		
Stephen Collins (SC)	OV Treasurer		
Carl Dalheim (CD)	OV Secretary		
Rob Fell (RF)	OV Executive Officer		

\*Action Types: Approve, Accept, Review, and Inform, File, Action Required, Other.

## 2 Meeting Specifics

Forum	Orienteering Victoria Annual General Meeting 2018				
Purpose	Annual General Meeting				
Meeting Date	25/05/2018	Start Time	19:00	End Time	21:30
Meeting Location/Tele Conf #	ORC Westerfolds Park				
Chairperson	Mark Hennessy	Phone	0419 559 129		
Minute Taker	Carl Dalheim	Phone	0400 082 871		

### 3 Meeting Agenda

Time	Topic	Completed	Presenter
19:00	Apologies <ul style="list-style-type: none"> <li>Blair Trewin</li> </ul>		MH
	Approve minutes from 2017 AGM		MH
	Awards <ol style="list-style-type: none"> <li>Rockhopper Junior Awards</li> <li>Course Setter of the Year</li> <li>Event Management of the Year</li> <li>Services to Orienteering Victoria</li> </ol>		MH
	Reports <ol style="list-style-type: none"> <li>Presidents Reports (MH)</li> <li>Finance Report (SC)</li> </ol>		MH and SC
	Election of Officers <ol style="list-style-type: none"> <li>President</li> <li>Treasurer</li> <li>Secretary</li> <li>Vice President 1</li> <li>Vice President 2</li> </ol> <p>The following nominations were received by the Secretary prior to 11/05/2017</p> <p>President: Carl Dalheim (nominated by Margi Freemantle and David Jaffe)</p> <p>Treasurer: Stephen Collins (nominated by Carl Dalheim and David Jaffe)</p> <p>Secretary: Chelsea Mullavey (nominated by Marg Freemantle and David Jaffe)</p> <p>Vice President 1: Margi Freemantle (nominated by David Jaffe and Carl Dalheim)</p> <p>Vice President 2: David Jaffe (nominated Mark Carl Dalheim\Margi Freemantle)</p>		MH
	Other Business <ul style="list-style-type: none"> <li></li> </ul>		
21:30	Meeting close		

### 4 Discussion notes

General Minutes from meeting held May 25th 2018


## 5 Open Action Items

No.	Description	Owner	Due Date

## 6 Closed Action Items

No.	Description	Owner	Due Date

## 7 Next Meeting

Next Meeting:	2018 June Council – June 15th	Time:	19:00
Venue:	ORC Westerfolds Park	Dial in:	n/a
Chairperson:	tba		