Probus Club of Mountain View Management

Meeting Agenda

Thursday October 27, 2022 @ 3:00pm

Collingwood Legion

**Agenda**

1. Welcome and any additions to Agenda Janis
2. Approval of September 22nd Minutes: All
3. Business Arising All
4. Position Reports
	1. President Janis
		1. New Member Reception
		2. District 7 Meeting Debrief
	2. Membership Joanne
	3. Social Committee Sue Theobalds/Sue Charman
	4. Treasurer’s Report David
	5. 2nd Vice President Charlie
		1. November Members Moment
	6. 1st Vice President Peggy
	7. Speak Chair Linda Haldenby
	8. Website Hal
		1. Technical sub committee
	9. Communications Duncan
		1. Newsletter content collection process

*1.Newsletter will be distributed to members the Sunday before each monthly meeting.*

*2.Newsletter content is sent to Duncan for the next month’s newsletter as soon as content is written  – ideally one week before newsletter distribution
3.Duncan will compile all inputs and gradually build the newsletter.*

*4.Newsletter draft needs to be ready to send to Chris Keiser for editing by the Thursday before distribution.*

*5. Chris to return to Duncan to make any corrections.
6.Duncan sends the final Newsletter to Joanne for distribution*.

* 1. Secretary Dorte
	2. Member at Large Lorelea
	3. Past President Jim Theobalds
1. **New/Ongoing Initiatives Business**  Janis
	1. Volunteer Recognition strategy
	2. Review of Management Committee Position Roles Janis/Peggy