



**PORT DOUGLAS & DISTRICT PROBUS CLUB**  
**Members Meeting 4**  
**24/02/2025 at 10:00am**

**Port Douglas Neighborhood Centre**

**1. WELCOME / HOUSE KEEPING/ APOLOGIES** **10:00am**

**2. MINUTES OF PREVIOUS MEETING**

**3. BUSINESS ARISING FROM PREVIOUS MINUTES (see 4 and 6.7)**

**4. CLUB CORRESPONDENCE**

**ACTION:** Secretary to follow up with HO and provide a current correct list of email addresses so that they can update their group email.

**5. TREASURER'S REPORT**

**6. GENERAL BUSINESS**

**6.1 Discussion on possible new venue**

**6.2 New Member Handbook**

**6.3 Sharing Member Contact Details**

**6.4 Member Photographs**

**6.5 Filling Vacancies on the Management Committee**

Update on current status

**6.6 Seeking Incorporation & Adopting Standing Resolutions**

**6.7 Club Activities**

**ACTION:** Toni and Lorraine to update the club on proposed activities at the February meeting.

**6.8 Foundation Membership**

Acquisition of name badges

**7. MORNING TEA** **10:30am**

**8. INTRODUCTION OF GUEST SPEAKER**

**9. CONFIRMATION OF NEXT MEETING DATE**

**10. MEETING CLOSES** **12:00pm**