

Meeting Agenda: (The start and finish times may vary @ each club)

When you arrive at a meeting you will have time for some open networking

Coffee/Tea on arrival & Open Networking 07:15 hours

Convene structured meeting 07:45 hours

1. Managers Welcome

2. Members & Guests Introductions

3. Featured Member – Interactive discussion about their business

4. Participation:

- Manager presents the members statistics as required
- Acknowledge business already introduced
- Any testimonials

5. Other business:

- Any social activities that require arranging

Breakfast/Refreshments & Open Networking 08:30 hours

“The more knowledge you have about each other’s business the easier it is to provide referrals!”

Close meeting (no later than) 09:00 hours