



Bendigo Easter Fair Incorporated
Committee of Management Meeting – April 10th, 2003

AGENDA

Notice is hereby given that a meeting of the Bendigo Easter Fair Inc Committee of Management for the month of February will be held as follows:

Time: 6pm
Date: Thursday 10th April, 2003
Venue: Bendigo Easter Festival Office
Public Library Building,
Hargreaves Street, Bendigo

1. **Attendance & Apologies**
2. **Minutes of previous meeting**
- 3rd April, 2003
3. **Portfolio Managers Report**
 - 3.1 Coliban Water "Day at the Lake"(Maree)
 - 3.2 "Cavalcade of Transport"(Peter)
 - 3.3 The Minit Computers 'Wine on Bull Street'(Brett and Peter)
 - 3.4 Mount Alvernia Mercy Hospital "Children's Wonderland"
(Maree)
 - 3.5 Chinese Spring Festival Cultural Experience (Fay)
 - 3.6 The Torchlight Procession (Fay and Claire)
 - 3.7 The Lanier/Digital Copy Systems, "Fireworks
Extravaganza"(Maree and Fay)
 - 3.8 The Parmalat "Gala Parade" (Fay and Claire)
4. **Managers Reports**
 - 4.1 Stall Holders Update
 - 4.2 Membership Update
 - 4.3 Town Hall - David Beard - Town Hall tours ok
 - 4.4 Media – Poster, Radio, Press, TV, Signage, Website
 - 4.5 Emergency Plan Update - Handout
 - 4.6 Multi-Storey Carpark Closure
5. **Financial**
 - 5.1 Budget Review - Update: Cheques Payable
 - 5.2 Staff Contracts - AGM
7. **General Business**
 - 6.1 Invitations to launch
 - 6.2 Signage - Antique Fair, Kangaroo Flat
 - 6.3 Volunteer Registration Form
 - 6.4 Car Parking stickers for Committee Volunteers & Service
Providers - Parking Bay Hoods for Electrician
8. **Next Meeting**
9. **Meeting Closed**