

## Macnamara Field Naturalists' Club 2019 Annual General Meeting

### **SECRETARY'S REPORT- *Judy Seligy***

As Secretary, I have been responsible for:

- preparing Agendas and taking the Minutes at Executive Meetings and at the AGM and distributing copies to the Executive.
- responding and/or forwarding Club correspondence to the Executive and/or other relevant parties.
- in addition, I coordinated the organization of this year's banquet with help from other Executive members.

