

## **2021 Annual Report - Secretary**

Prepared and sent out agendas for regular board meetings and for the annual AGM.

Took minutes at the above, which were sent to the board for approval before being archived.

Connected with staff at Sandpoint golf course and looked after booking/unbooking the MFNC banquet.

Using the [info@mfnc.ca](mailto:info@mfnc.ca) email address, I received and followed up on emails sent to the Club.

Helped to recruit new members to the Board.

Assisted with various other activities as required.

Maureen Carrier