

Association name

Board meeting

Domicile address

Agenda
1/2024

Board meeting 1/2024

Time: 14.1.2024 at 13:00

Place: LUT campus Lahti, room A155

Present: namexx
namexx

Agenda

1. Opening of the meeting

The chair opened the meeting at xx.xx.

2. Legality and presence of quorum of the meeting

Decision proposition: The meeting is legal and quorate.

3. The examiners and tellers

Decision proposition: namexx and namexx were elected as the examiners and tellers of the meeting.

4. Adoption of agenda

Decision proposition: The board agreed to take the agenda as the structure of the meeting.

5. Announcements

(Issues of a declaratory nature that do not require decision-making are identified. For example, the greetings of each board member.)

6. Fun Event

Decision proposition: Fun Event was decided to be organized on datexx. Namexx was mandated to be responsible for the event. The event budget was decided to be 300€ as per the budgetary estimate.

7. Other business

(The matters to be decided at the next meeting, if any, will be set out.)

8. Closure of the meeting

The meeting was closed at xx by the chair.

Association name

Domicile address

Board meeting

Agenda

1/2024

Name, Chair

Name, Secretary

Name

Name