

# Outdoor Education Tasmania



## 2018 National Conference Planning Meeting (Part 2) - Minutes

When 18-09-2016 at 10:30

Minute taker Kylie Garratt

Present Anita Doherty , Kylie Garratt , Mark Munnings , Lauren Stranger

Apologies Todd Blackhall , Steve Cameron (Sponsorship Coordinator and Executive Member) , Sam Cramer (President, Treasurer, Vice President and Media Communications, Secretary), Simon Dray , Mark Oates , Ali Savage

## Minutes

### 1. Venues

Visited and gathered information from venues: The Wool Shed Baha'i Centre The Grand Chancellor

### 2. Venues - email preferences and info

Collate venue information, outline preferences and email committee members

### 3. mark test task process

test task allocation

### 4. To Do List

#### Tasks

- Venues - email preferences and info  
Assignee: Anita Doherty  
Due date: 29-10-2016

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*End of minutes.  
Summary of matters arising are tabled on the following page.*

# Minutes of 2018 National Conference Planning Meeting (Part 2) - Minutes on 18-09-2016

## Summary of Matters Arising

### Tasks

Item	Task	Assigned to	Due date
4.	Venues - email preferences and info	Anita Doherty	29-10-2016