

# READING BUSINESS CLUB

## MEETING AGENDA

WEF 05 April 2011

07.30	Start – welcome from Chair
07.35	Club News
07.40	Main 10 Minute presentation followed by an open forum discussion on the
07.50	Open forum discussion on the subject of the presentation.
08.10	Breakfast
08.30	Chairs 5 minutes
08.35	* Members Introductions (30 sec's, who I am, what I do, what I am looking for) Visitors – 1 minute
08.45	Leads and opportunities including other news from members.
08.59	Details of next meeting, chair/presenter etc.

### **IMPORTANT**

***N.B.1. \* Depending on the number of attendees, members introductions may start over or immediately before breakfast if the open forum discussion finishes earlier than anticipated or if there are a lot of members present.***

***Please Note that this agenda is on trial – your feedback would be appreciated.***