

MNOA Meeting Minutes – 25 May 2025

Membership Receipts

- Issue receipts for all membership fees collected.

Expense Recordkeeping

- Create and maintain a dedicated file to track all expenses.

Safe Transportation Options

- Make announcements if someone is drinking.
- Arrange taxi or Uber rides when necessary.

Event Organization

- Include dance, music, and other forms of entertainment.
- Ensure there are two bartenders available at the beginning of the event.

Hospitality for Ladies

- Ladies should be served first.
- Provide tea, coffee, and non-alcoholic drinks specifically for them.

Membership Announcements

- Post membership-related updates and announcements in the group chat.

Meeting Minutes Upload

- Upload full meeting minutes to the website.
- Share the link in the group for easy access.

Introducing New Members

- Introduce new members during events.
- Allow each new member one minute to introduce themselves.

Name Tags at Welcome Table

- Provide name tags for all attendees.
- Verify if individuals are new or have paid their membership fees.

Social Media Presence

- Share event photos and slides on social media platforms.

Sponsor Engagement

- Continue efforts to engage and involve sponsors.

Planning the September Meeting

- Book a suitable café for the meeting.
- Members will cover their own drink expenses.
- Explore the option of using the Seafarers Centre for space.
- Consider incorporating a technical session with officers.

New WhatsApp Group

- Create a new group exclusively for paid members.