AGENDA

Executive Management Meeting FABLS
Holiday Inn Melbourne Airport, 10-14 Centre Road,
Oaklands Room
Please note the change of venue

Thursday, 29 November 2007  10 am - 1 pm

1) Welcome and apologies
2) Approval of Minutes (Attachment 1 – Minutes EMC 6 August 2007)
3) Matters arising from the Minutes
4) Business Development Management (David Tayler)
   Items to be discussed:
   - BDM activities (Attachment 2 – BDM report)
   - Capability statements, Newsletter, Seminars (Attachment 3 – Seminar notices)
   - FABLS Attendance at BIO – preparation.
   - Long term financial viability of FABLS – progress with the CRC and Centre – major initiatives
5) Report from the second funding round in 2007 (Mark Prescott) (Attachment 4 – Funded projects)
6) Revision of funding guidelines (reminder to send me feedback) (EG) (Attachment 5 –Funding documents for approval)
7) 2008 FABLS workshop – inc. rules for reimbursement (EG) (Attachment 6 – Workshop notice)
8) Activities in the Committees (ETC, SIC)
9) Request from ETC to partition the ETC budget with ETC Chair in charge. (Attachment 7 – letter from Pierre Moens)
10) Payment of invoices for APBP (Attachment 8 – correspondence with APBP organisers)
12) Dates for 2008 (please bring your diaries) (LB)
13) AOB
14) Close