

Next Media

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Plot 13, Summit View Road, Naguru  
P.O. Box 7613, Kampala, Uganda  
0200 330 222

# Meeting: next meeting

**Date & Time:** Aug. 1, 2024, 11:55 a.m.

**Chair Of The Meeting:** mr.sentongo

**Location:** Hillcom Room

**Purpose:**

jk bklsd vjlsbv lk

okndsvkldsm lvk

## Attendees:

| Full Name | Department | Position |
|-----------|------------|----------|
| BAGUMA    | HR         | cto      |

## Minutes:

**Agenda:**

**HTML Template:**

**Header:** Displays company logo and details.

**Details Table:** Shows form/record name, form number, and effective date.

**Purpose Section:** Displays the purpose of the meeting.

**Meeting Details Table:** Shows the day of the week, date, venue, and chairperson.

**Attendees Section:** Lists attendees in a table format.

## **Discussion:**

### **HTML Template:**

**Header:** Displays company logo and details.

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## **Action & Decisions:**

### **HTML Template:**

**Header:** Displays company logo and details.

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**Purpose Section:** Displays the purpose of the meeting.

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**Next Meeting Date:** Aug. 1, 2024, 11:56 a.m.