

ANNUAL GENERAL MEETING AGENDA

The Annual General Meeting will be held 1.00pm, Friday 1 November 2019, Kaleide Theatre, Building 8, 360 Swanston Street, RMIT University, City Campus, Melbourne.

Paper circulated to list attendees and institutions represented

1. Minutes of 2018 AGM

Attached

<u>Motion:</u> The Minutes be received without amendment as an accurate record of proceedings. Moved: Seconded:

2. Chair's Report

3. Independent Audit Report and Certificate by Member of Committee

3.1 Independent Audit Report – to be signed by the Executive and the Auditor and then presented at the AGM.

Certificate by Member of Committee Attached.

<u>Motion:</u> The auditor's report be accepted by the membership and the Certificate by Member of the Committee be signed.

Moved: Seconded:

Sign Attachment 3.2: Certificate by Member of Committee

4. Annual Subscription

In 2019, the Executive Committee propose a new fee schedule:

- Under 1000 EFTSL: \$1,100
- Over 1000 EFTSL: \$1,800
- Affiliate (non-voting): 30% of 'Under 1000 EFTSL' fee = \$330
- Individual membership: \$100

Motion: The Membership fees to be adjusted as presented. Moved: Seconded:

6. Appointment of the Auditor

Motion: The current Auditor, Rod Hutton of McLean Delmo Bentleys be re-appointed. Moved: Seconded:

7. Election of Executive

7.1 Nomination List Attached7.2 Ballot Paper AttachedAppointment of Returning Officer

9. 2020 Conference Venue: TBC

Co-option of Conference Convenor

8. Other business

Executive convene immediately to elect Office Bearers