

Apologies:

AGENDA ITEMS

Presenter	Topic	Time allotted
Anthea	Welcome	5 minutes
Karen	Record of Attendance and Apologies	2 minutes
Anthea	Confirmation and Acceptance of Previous Minutes – None available	1 minute
Business Arising from those minutes:		
Anthea	None applicable as this is the first AGM	0 minutes
Correspondence: Incoming and Outgoing		
Karen	Review in Secretary's Report	0 minutes
Annual Reports: President, Treasurer and Sub-committees (if available):		
Anthea	President's Report	5 minutes
Rachael	Treasurer's Report	5 minutes
Election of the Executive Committee		
Anthea	Declare all roles vacant and hand over to Justin as the returning officer	1 minute
Justin	Address the meeting and call for nominees to address the meeting if they wish to.	2 minutes
Justin	Declares all roles vacant and calls for the nominations	2 minutes
Justin	Announce nominations and declare elected office bearer roles. - If multiple candidates for same role, conduct secret ballot and possible coin toss	2 minutes
New President	Welcome and accept nominations for committee	5 minutes
Meeting Duration:		
		30 minutes

Other Information: Anthea contact details: anthea@inlandcc.com.au or 0402 483 597

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Agenda Items for next meeting due: Prior to 07th September 2019 in writing.

Special notes: Next Meeting: Tuesday 17th September 2019 7:00-7:30pm TACA – Trade Centre