

## AGENDA FOR THE ANNUAL GENERAL MEETING 2020

The Annual General Meeting of the Association will be held via Zoom. The AGM will be held on Friday 11th December, 2020 commencing at 6.30pm.

Zoom Link: You are invited to a Zoom meeting.

When: Dec 11, 2020 06:30 PM Canberra, Melbourne, Sydney

Register in advance for this meeting:

<https://us02web.zoom.us/join/register/tZwof-usqjltHdKUJPTTrJZw4RnaptlyuoYEv>

After registering, you will receive a confirmation email containing information about joining the meeting.

### AGENDA

- 1....TO CONFIRM THE MINUTES OF THE LAST ANNUAL GENERAL MEETING AND ANY SPECIAL GENERAL MEETINGS OF THE ASSOCIATION HELD SINCE THAT DATE.
- 2....TO RECEIVE REPORTS FROM THE PRESIDENT, STATE REPRESENTATIVES AND ANY OTHER PERSON/S DEEMED APPROPRIATE.
- 3....TO RECEIVE AND CONSIDER THE FINANCIAL STATEMENT REQUIRED BY SECTION 30(3) OF THE ASSOCIATIONS INCORPORATION ACT 1981.
4. ANY OTHER BUSINESS

#### CONDUCT OF MEETING:

WOULD ALL MEMBERS ATTENDING PLEASE TAKE NOTE OF THE FOLLOWING REQUIREMENTS AS REQUESTED BY THE CHAIRPERSON.

- (A) ALL MEMBERS WISHING TO SPEAK ON AN MATTER OF BUSINESS WILL STAND AND ADDRESS THEIR REMARKS TO THE CHAIR ONLY. THE CHAIRPERSON WILL REQUEST ANY MEMBER TO RESUME HIS/HER SEAT IF THERE IS ANY ATTEMPT TO BY-PASS THE CHAIR AND ADDRESS THE FLOOR.
- (B) MEMBERS SPEAKING WILL BE ALLOWED THREE MINUTES IN WHICH TO HAVE THEIR SAY ON ANY MATTER OF BUSINESS, AND WILL RESUME THEIR SEAT AT THE END OF THAT PERIOD.
- (C) WHILST MEMBERS ARE SPEAKING INTERJECTIONS FROM THE FLOOR WILL NOT BE TOLERATED AND WILL IMMEDIATELY BE RULED "OUT OF ORDER".
- (D) MEMBERS WILL SPEAK ONCE AND ONCE ONLY ON ANY MATTER.
- (E) THE CHAIR WILL INDICATE THE CONCLUSION OF ALL DEBATES AND THEN PUT THE MATTER TO THE MATTER UNDER DISCUSSION TO THE VOTE. A COMMITTEE MEMBER AS DIRECTED BY THE CHAIR WILL TALLY THE VOTES FOR OR AGAINST FROM THE FLOOR. THE CHAIR WILL INDICATE THE RESULT OF THE VOTE, EITHER "CARRIED OR DEFEATED".