

Dear Members

ESSENDON BUSHWALKING CLUB – NOTICE OF ANNUAL GENERAL MEETING

The committee have decided to conduct our 2020 AGM on **Wednesday 9th September 2020 at 7.30pm.**

However due to the COVID-19 and stage 4 restrictions, we are unable to conduct our Annual General Meeting in the usual format of a meeting in Saint John's Hall.

The meeting will be held via Zoom on Wednesday 9th September 2020 at 7.30pm.

Purposes of the Meeting

The purposes of the meeting are:

- the presentation of reports and the financial report to members
- to elect the Committee
- to consider any other matters raised by Members

All notices and information regarding the meeting, including Minutes of the 2019 AGM, 2020 Financial Report, Agenda and President's Report will be forwarded prior to the meeting are included with this correspondence.

Program for the meeting:

7:15 – 7:30pm: Registration online

7:30 – 9:00pm: Annual General Meeting - Agenda below

Things You Need to Know

Who attends the AGM?

All Full Members, and interested people are invited to the meeting.

Who can vote at an AGM?

Only financial members who have paid their 2020 fees (and life members) can vote.

Who can nominate for the Committee?

Any financial member can nominate for Committee or, with the member's consent, be nominated by another member (See nomination form below).

I am a financial member but am unable to participate via Zoom - can I still vote?

Yes, complete the proxy form below giving permission to a named member to vote and speak on your behalf. You can give specific instructions to the proxy on how to vote, or the proxy may vote on your behalf on any matter they see fit. The proxy form must be received by the commencement of the meeting.

Can I put forward an idea to be discussed at the AGM?

Yes - all financial members have the right to submit items of business for consideration at the AGM. Any proposed resolution should be sent in writing to the Secretary *a week before the meeting* to be added to the Agenda. Items can be emailed to secretary@essendonbushwalkingclub.com or posted to the Secretary at PO Box 32, Moonee Ponds 3039.

Electing the Committee

All positions are declared vacant annually.

The Committee must have a President, Vice President, Secretary and Treasurer and may have up to 6 Ordinary Members.

We will have **two General Meetings on the 12 August and 26 August 2020**, as training and to familiarise yourselves with Zoom. I have attached links to Zoom platform help section and tutorials