**NOTICE OF MEETING, AGENDA, RSVP & PROXY FORMS**



**QWaLC** **Annual General Meeting**

Wednesday 3rd November 2021 | 10.00am to 10.45am

**via Zoom (*details to be emailed to participants prior to AGM*)**

Agenda

**1.** Open, Acknowledgement of Country and Welcome – Chair

**2.** Apologies/Proxies

**3.** Presentation of Previous Minutes – Chair

*Motion: minutes of previous AGM be accepted as true and correct*

**4.** Reports

Chair’s Report – Chair

*Motion: that the Chair’s Report be accepted*

Treasurer's Report – Treasurer

* Financial Statements (2020/21)

*Motion: that the Audited Financial Statements be accepted*

* Appointment of Auditors for 2021/2022

*Motion: that the recommended Auditor be appointed the auditors for the year 2021/22*

**5.** Endorsement of Board Members

**6.** Endorsement of Office Bearers

**7.** Other Business

- New Member Groups since previous AGM and removal of groups no longer in operation.

- Public Liability Insurance *(notification that QWaLC holds appropriate Public Liability Insurance)*

- Motion to insert clauses to the constitution for Deductible Gift Recipient (DGR)

*Motion: that QWaLC amends the constitution to allow for DGR status*

**8.** Meeting close 10.45am.

**Enquiries regarding the QWaLC AGM to be directed to Darryl Ebenezer, CEO via** **darryl@qwalc.org.au**

**RSVPs**

Please email Lane Pilon lane@qwalc.org.au by Monday 18 October with the following information:

Name: Representing (group/organisation):

**Email:** Telephone:

**Yes, I will attend the 2021 QWaLC AGM via zoom** [ ]  OR via proxy as per completed form

Please submit my apology – record us as an **apology** [ ]   **(click box to select option)**



PO Box 851, Maleny Qld 4552

darryl@qwalc.org.au

**Queensland Water and Land Carers (QWaLC) Annual General Meeting**

Wednesday 3rd November 2021 | 10.00am to 10.45am

Via Zoom

**PROXY FORM**

*(if your group is unable to have one of your members participate in the AGM but*

*would like to nominate a proxy, please complete and return this form)*

**I** *(insert your name here)* of*(insert the name of your**organisation here)*

being a duly authorised representative of an Ordinary Member group of the above-named Association (organisation) hereby appoint:

***(****insert* ***name of proxy*** *here****)* of *(****insert* ***name of their* *organisation*** *here****)***

or failing their availability, appoint:

***(****insert* ***name of alternative proxy*** *here****) of (****insert* ***name of their organisation*** *here****)***

to act as our proxy and to vote on behalf of our group at the 2021 Annual General Meeting of Queensland Water and Land Carers Inc. and at any adjournment thereof.

**Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dated this \_\_\_\_\_\_\_day of\_\_\_\_\_\_\_\_\_\_\_\_\_\_2021**

*(Unless otherwise instructed, the Proxy may vote as the Proxy considers appropriate).*

**Please return completed proxy form to:**

**lane@qwalc.org.au** **by no later than Monday 18 October, 2021**