



EMERALD
UNIVERSITY OF THE THIRD AGE

U3A Emerald Inc.
P.O. Box 396, EMERALD VIC 3782
Ph: 0490 805 743 Email: emeraldu3a@gmail.com
Inc. No. A00 27600K A.B.N. 81 648 985 964

ANNUAL GENERAL MEETING – 2020

Notice is hereby given that the Annual General Meeting of U3A Emerald Inc. will be held at 1.00pm on Wednesday 28th October *via* Zoom.

AGENDA

1. Welcome.
2. Apologies.
3. Confirmation of quorum.
4. Confirmation of the minutes of the AGM held on 30th April 2019.
5. Any business arising.
6. President's report.
7. Program Co-ordinator's report.
8. Network Report.
9. Treasurer's report
10. To receive and consider the audited financial statements for the period 1st January to 31st December 2019.
11. To re-appoint auditors for the accounts for 1 January to 31 December 2020.
12. To elect President, Vice President, Secretary, Treasurer and 8 General Committee Members.
13. To transact such other business as may be lawfully brought before the meeting.

By order of the committee.

Anne Richardson, Secretary



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Dear Member,

At the Annual General Meeting elections will be held for all committee of management positions.

Please find enclosed a **proxy voting form**, which can be used by a member to vote at the AGM, if the member is unable to attend the meeting, and wishes for his or her vote to be registered on the day. Note that proxy voting is optional. Note that any member may hold a maximum of 2 proxies.

Please return the completed proxy form to our postal address prior to the AGM, or via email to the Secretary.

Also enclosed is a **committee nomination form** on which you can propose members for election to the committee. Nominees for election to the committee must be financial members of U3A Emerald Inc. All nominations must be signed by the member nominated, and a seconder is also required.

All email nomination forms should be returned to emeraldu3a@gmail.com no later than **20th October**

All postal nomination forms should be returned to:

The Secretary, U3A Emerald Inc., P O Box 396, Emerald, Victoria 3782 **to arrive no later than the 20th October. Please be aware that local mail can take several days to arrive.**

Thank you for your participation.

Anne Richardson
SECRETARY
U3A EMERALD



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ANNUAL GENERAL MEETING – 2020

Proxy Form

I,(print full name)

of.....(address)

being a current member of U3A Emerald Inc., hereby appoint

either *The President of U3A Emerald Inc.

or *.....(print name of member, who must

be a current financial member)

*(strike out whichever does not apply)

To attend, speak and vote on my behalf at the Annual General Meeting of U3A Emerald Inc. to be via Zoom on 27th October 2020

Signed:

Dated:

NOMINATION FORM

Position.....

Nominee.....

Proposer.....

Secunder.....

Nominee's Signature.....

NOMINATION FORM

Position.....

Nominee.....

Proposer.....

Secunder.....

Nominee's Signature.....

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