



**AUSTRALIAN ARMY APPRENTICES ASSOCIATION  
INCORPORATED**

ACT Incorporation No: A04404

PO Box 4091, Kogarah Bay, NSW, 2207 [www.austarmyapprentice.org](http://www.austarmyapprentice.org)

Patron: Major General Andrew Mathewson, AM

**907**

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**NOTICE OF MEETING**

**THE ANNUAL GENERAL MEETING FOR THE AUSTRALIAN ARMY APPRENTICES ASSOCIATION WILL BE HELD ON SATURDAY 22nd OCTOBER 2016 AT THE BULIMBA BOWLING CLUB, QUINN ST, BALMORAL, QLD 4171 BEGINNING AT 1100HRS.**

Members attending the AGM are asked to arrive at 1030hrs and ensure that their names are recorded by the Secretary on entering the meeting venue and be seated by 1100hrs.

The Minutes and Reports for the 2015 AGM are posted on the Website. Copies of Reports for the 2016 AGM will also be posted on the Website. No copies of the 2015 AGM Minutes and Reports will be available at the meeting.

**Election of Committee Members**

Only eligible Members of the Association may be nominated to be Committee Members.

The following Committee Members are subject to re-election at this AGM:

1. the Vice-President, and
2. the Treasure, and
3. the Welfare Officer, and
4. (the Public Officer, and
5. Chair Memorial Sub-Committee, and
6. Membership Secretary. and
7. three (3) of the Ordinary Committee Members
8. due to a resignation of a Committee Member during the term of this Committee creating a vacancy that requires filling.
  - a. Nomination of candidates for election as Committee Members shall be made in writing signed by (which may be endorsed on the nomination form downloaded from the Website) and given to the Secretary of the Association not less than seven (7) before the date fixed for the Annual General Meeting at which the election is to take place.

Nomination for this AGM close on Saturday, 15<sup>th</sup> October 2016.

- b. If insufficient nominations are received to fill all vacancies on the Committee, the candidates nominated are taken to be elected and further may be received at the Annual General Meeting.
- c. If insufficient nominations received, any vacant positions remaining on the Committee are taken to be vacant.
- d. If the number of nominations received is equal to the number of vacancies to be filled, the people nominated are taken to be elected.
- e. If the number of nominations received exceeds the number of vacancies to be filled, a ballot shall be held.

- f. **The ballot for the election of Committee Members shall be conducted at the Annual General Meeting in a way the Committee may direct.**
- g. **A person is not eligible to simultaneously hold more than one (1) position on the Committee, except for being a Regional Representative. However, a Committee Member may carry out the duties of a vacant position until that vacant position can be filled.**

#### **Voting**

- a. **Subject to subparagraph 9.c., on any question arising at a general meeting of the Association a Member has one (1) vote only.**
- b. **All votes will be given personally (by show of hands) or by proxy but no Member may hold more than five (5) proxies.**
- c. **If votes on a question at a general meeting are equal, then the person presiding is entitled to exercise a second or casting vote.**
- d. **A member or proxy is not entitled to vote at a general meeting of the Association unless they are a current financial member.**

#### **Appointment of Proxies**

- a. **Each Member is entitled to appoint another Member as a proxy by notice given to the Secretary no later than 24 hours before the time of the meeting for which the proxy is appointed.**
- b. **The notice appointing the proxy shall be in the form as set out in the attached Form of Appointment of Proxy.**

### **AGENDA**

**Meeting opened by President**

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**Apologies**

**Committee Reports**

**Stand down of Committee Members due for re-election**

**Election of incoming Committee Members**

**General business**

**Close of Meeting**

**THE COMPLETION OF THE MEETING WILL BE FOLLOWED WITH A BBQ LUNCHEON AND REFRESHMENTS.**

**Neil Bennett (13<sup>th</sup> VM)  
Secretary  
AAAA Inc.**