

Alliance Française de la Sunshine Coast  
**ANNUAL GENERAL MEETING**  
**9.00am November 23<sup>rd</sup> 2019**  
 At The Loose Goose, Twin Waters QLD  
**AGENDA**

1. Attendees:										
2. Welcome by the President.										
3. Apologies:										
4. Review of previous AGM minutes [meeting 27 October 2018] and matters arising from the minutes. <ul style="list-style-type: none"> <li>• Minutes adopted as a true and accurate report for the year ending June 2019.</li> <li>• Proposed by .....and seconded by.....</li> </ul>										
5. Presentation and acceptance of the new Constitution of the Alliance Française Sunshine Coast.										
6. Receipt of proxies: <ul style="list-style-type: none"> <li>• The secretary is in receipt of.... [see below]:</li> </ul> <table border="1" style="width: 100%; border-collapse: collapse; margin-left: 40px;"> <thead> <tr> <th style="width: 50%; padding: 2px;">Proxy forms received from:</th> <th style="width: 50%; padding: 2px;">Proxy representative appointed:</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;">1.</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">2.</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">3.</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">4.</td> <td style="padding: 2px;"></td> </tr> </tbody> </table>	Proxy forms received from:	Proxy representative appointed:	1.		2.		3.		4.	
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1.										
2.										
3.										
4.										
7. President's annual report for the year ending 30 June 2019.										
8. Treasurer's annual report for the year ending 30 June 2019.										
9. Administrative Officer's annual report for the year ending 30 June 2019.										
10.Appointment of an independent Auditor for the year ending 30 June 2019: <ul style="list-style-type: none"> <li>• Name: Narelle Robertson</li> <li>• Acceptance of the above independent auditor proposed by..... and seconded by .....</li> </ul>										
11. All positions declared vacant and the President will conduct the voting for election of the following officers: <ul style="list-style-type: none"> <li>• President</li> <li>• Vice President</li> <li>• Secretary</li> <li>• Treasurer</li> </ul>										

- Administrative Officer
- General Committee member

12. Vote of thanks from the President for outgoing officers.

MEETING CLOSED AT:

Signature [President]

Signature [Secretary]

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DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

DATE \_\_\_\_/\_\_\_\_/\_\_\_\_