

**ANNUAL GENERAL MEETING**  
**NAGAMBIE LAKES COMMUNITY HOUSE INC.**  
**WEDNESDAY 21<sup>st</sup> SEPTEMBER 2022**  
**1:30pm**

**AGENDA**

1. Opening and welcome all members and visitors.
2. Apologies
3. Confirmation of Minutes of the Annual General Meeting held on 1st September 2021
4. Business Arising from Minutes
5. The President's Annual Report
6. Treasurer's Annual Report
- 7. Proposed alteration to constitution section 21, sub-section 3**
- 8. Proposed alteration to constitution section 22, sub-section 1**
9. The Coordinator's Annual Report
10. Close of Annual General Meeting.
11. Welcome Mel Arnold to the Chair to conduct the election of the new committee.
12. Election of Committee of Management

<b>Position</b>	<b>Name</b>	<b>Proposed</b>	<b>Seconded</b>
President			
Vice President			
Treasurer			
Secretary			
Committee Members			

13. Appointment of Public Officer – Secretary
14. Guest Speaker: Member of Victoria Police from Nagambie

Next Committee Meeting: October 19th 2022, at 1.30 pm at NLCH

**MINUTES OF ANNUAL GENERAL MEETING OF NAGAMBIE LAKES COMMUNITY HOUSE  
INC. HELD VIA ZOOM, ON WEDNESDAY 1 SEPTEMBER 2021 AT 1.00pm**

**ATTENDEES:** Wendy Keenan, Edna James, Carmel Sidebottom, Sally Fyfield, Anna Close (Coordinator), Robyn Northey, Robert Arnold, Mel Arnold, Des Mason, Wendy Mason, Anne Turville, Gaye Bond, Carol Wallis, Erica Bostok, Bernie Higgins, Lois McMaster, Suzanne Sinclair, Helen Gilbert, Jeanette Murray, Di Grant, Jill Branagan, Alice Long, Reg Dickinson (Strathbogie Councillor in the Lake Nagambie ward), Craig White (Community Development Officer, Strathbogie Council), Catherine Langdon (Nagambie Library, Speaker)

**APOLOGIES:** Gereldine Leonard, Marg Lodding, Sonia Aspinall, Helen Woodward, Trudy Oldaker, Lyne Millar, Bev Moss, Deane Page, Ronda Richards, Robert McMaster, Paul Sladdin (Network Manager of GNEACC) Margaret Hurren, Russell Hurren, Beryl Dukes, Judy MacDonald, Don MacDonald, Maureen Collins-Binsol, Valma Crerar

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OPENED 1:00pm  
COMMENCEMENT Chaired Wendy Keenan who welcomed all attendees.

**CONFIRMATION OF MINUTES**

Motion put: That the Minutes of Annual General Meeting held on 16<sup>th</sup> September 2020 via Zoom be accepted

Moved Robyn Northey

Seconded Robert Arnold

**Passed by all present**

**BUSINESS ARISING FROM MINUTES**

N/A

**PRESIDENT'S ANNUAL REPORT - Incorporating activity figures**

See attached Report

**TREASURER'S ANNUAL REPORT - Detailed Treasurer's report attached.**

See attached Report

Motion put: That the Treasurer's Report be accepted

Moved: Des Mason

Seconded: Helen Gilbert

**Passed by all present**

**COORDINATOR'S ANNUAL REPORT**

See attached Report

**CLOSURE OF AGM: 13:30hrs**

Wendy Keenan welcomed Mel Arnold to the Chair to conduct the election of the new Committee.

Mel Arnold asked if there was anyone willing to take on the role of President and/or committee.

**Committee elected**

President	Edna James	Proposed	Sally Fyfield
		Seconded	Robyn Northey
Vice-President	Robert Arnold	Proposed	Carmel Sidebottom
		Seconded	Robyn Northey
Treasurer	Carmel Sidebottom	Proposed	Robyn Northey
		Seconded	Robert Arnold
Secretary	Sally Fyfield	Proposed	Anne Turville
		Seconded	Carmel Sidebottom
Committee Members	Erica Bostok	Proposed	Edna James
		Seconded	Sally Fyfield
	Bernie Higgins	Proposed	Carmel Sidebottom
		Seconded	Wendy Keenan
	Alice Long	Proposed	Geoffrey Long
		Seconded	Sally Fyfield
	Des Mason	Proposed	Carmel Sidebottom
		Seconded	Robert Arnold
	Robyn Northey	Proposed	Wendy Keenan
		Seconded	Edna James
	Carol Wallis	Proposed	Carolyn Fox
		Seconded	Eileen MacDonald

**The election of all committee members was passed unanimously.**

**Appointment of Public Officer:**

Secretary: Sally Fyfield

The President Edna James thanked Mel Arnold for conducting the elections.

Next committee meeting: 15<sup>th</sup> September 2021 at 1:00pm via Zoom

**Guest Speaker Catherine Langdon**

Signed as a true and accurate record

\_\_\_\_\_  
President: Edna James

Date: \_\_\_\_\_

**FORM OF APPOINTMENT OF PROXY  
for  
NLCH ANNUAL GENERAL MEETING 2022**

I .....  
(name)

of .....  
(address)

being a member of Nagambie Lakes Community House Inc

appoint .....  
(name of proxy holder)

of .....  
(address of proxy holder)

being a member of that Incorporated Association, as my proxy to vote for me on my behalf at the Annual General Meeting of the Association to be held on 21st September 2022 at 1.30 pm and at any adjournment of that meeting.

Signed .....

Date.....

**NLCH COMMITTEE NOMINATION FORM**

Nominations are called for Committee positions to be filled at the Annual General Meeting of the Nagambie Lakes Community House Inc to be held at the Community House, 363 High St, Nagambie on Wednesday the 21<sup>st</sup> September 2022 at 1:30 pm.

- Nominations must be received by the Secretary of the Nagambie Lakes Community House Inc. no later than 12.00pm on Wednesday 14<sup>th</sup> September 2022.

**Position:** .....

**Nominee:** Name: .....

Telephone: .....

Signature: .....

**Proposer:** Name: .....

Signature: .....

**Seconder:** Name: .....

Signature: .....

Please forward to:  
Secretary,  
Nagambie Lakes Community House Inc.,

Via post:  
PO Box 191, Nagambie, VIC, 3608

In person:  
363 High St, Nagambie

Via email: [nlchouse32@gmail.com](mailto:nlchouse32@gmail.com)

## The following two proposed changes to the constitution will be put to a motion at the 2022 AGM:

The clause which it is proposed to alter is marked in red.

The proposed replacement is bold and underlined.

Current Constitution

### **21. Office Holders**

(3) Each officer of the Association shall hold office until the annual general meeting next after the date of his or her election but is eligible for re-election. Officers of the Association may not be re-elected to the same position after holding that position for the previous three years consecutively **but may be elected to any other Committee position.**

Proposed change:

### **21. Office Holders**

(3) Each officer of the Association shall hold office until the annual general meeting next after the date of his or her election but is eligible for re-election. Officers of the Association may not be re-elected to the same position after holding that position for the previous three years consecutively **unless no other person is available to take on the position.**

Current Constitution

### **22. Ordinary members of the committee**

(1) Subject to these Rules, each ordinary member of the committee shall hold office until the annual general meeting next after the date of election but is eligible for re-election. Ordinary members of the Association may not be re-elected to the same position after holding that position for the previous three years consecutively **but may be elected to any other Committee position.**

Proposed change:

(1) Subject to these Rules, each ordinary member of the committee shall hold office until the annual general meeting next after the date of election but is eligible for re-election. Ordinary members of the Association may not be re-elected to the same position after holding that position for the previous three years consecutively **unless no other person is available to take on the position.**