NOTICE

ANNUAL GENERAL MEETING
WEDNESDAY November 20, 2019

Canterbury Eye Care @ 124 Maling Road

5.30pm – 6:30pm

Agenda for Annual General Meeting

1. Apologies
2. Confirmation of Minutes of last AGM
3. President's Report
4. Audited Financial Report 2018-2019
5. Marketing Coordinator Team Report
6. Election of Office Bearers
7. General Business

FORM 1 (MEMBERSHIP TO THE MRBA)

To be able to vote on Maling Road Business Association matters, the MRBA Rules of Association require you to be a registered member of the Association.
Please find below a copy of the Membership Form
There is no cost to be a member.
If you have submitted this form in the past you are a member you do NOT need to do it again. If you are not sure, please email us via the below email address and we can check.
(please return via email to: info@malingroad.com.au)

I, <insert name> ……

Being- (please circle appropriate)

Business tenant at,

Property owner at,

<insert Business Name>

……..

<insert Property Address>

……

Hereby apply for membership of Maling Road Business Association. I agree to support the purposes of the Association (please email info@malingroad.com.au if you wish to receive a copy of the Rules of Association).

Dated ……. / ……. / …….

Signed …….

Contact Details

Business Name ……..

Position ……..

Phone ……..

E-mail ……..

Please return this form via email to: info@malingroad.com.au

(For office use) **Received:**

……

FORM 2 (NOMINATION FORM)

Nomination Form Committee Position 2019/2020

I, *<insert your name>*…….

hereby nominate, *<insert name of person you are nominating>*…….

for a position on the Committee of the Maling Road Business Association Inc.

Roles available (please circle only one):

- President
- Vice President
- Treasurer
- Secretary
- General Committee Member (2 positions available)

for the period November 20, 2019 until the next Annual General Meeting to be held in 2020.

Proposed (*Your Name*) …….

Signature (*Your Signature*) …….

Seconded by another Member (*Their Name*) …….

Signature (*Their Signature*) …….

Nominee (*Name of person you are nominating*) ……

Signature (*Their Signature*) ……

*To nominate, second and/or be a Nominee you must be a member of the MRBA. Please return the completed form via email to: info@malingroad.com.au by **Wednesday 13 November 2019**

According to the MRBA Rules of Association, Nomination forms **must** be received not less than 7 days before the AGM.

FORM 3 (Proxy Form – If you are unable to attend, you may nominate another member to vote or represent you at the AGM)

Proxy Form

I,……..(name)

of……..(address/business)

being an ordinary member of the Maling Road Business Association, hereby appoint

……..(name)

of……..(address/business)

being an ordinary member of the Maling Road Business Association Inc., as my proxy to vote for me on my behalf at the Annual General Meeting of the Association to be held at on Wednesday 20 November 2019 and at any adjournment of that meeting.

Signed……..

Date: The……. day of …….. 2019.

Please return the completed form via email to: info@malingroad.com.au by **Tuesday 19 November 2019**

FORM 4 (RSVP FORM TO THE AGM)

RSVP FORM

Name:

Business:

Number of attendees from the business (one vote per business):

Address:

Phone:

Email address:

☐ Yes, I will be attending AGM meeting on November 20, 2019

☐ No, I will not be attending AGM meeting on November 20, 2019. Please table my apology.

Please return the completed form via email to: info@malingroad.com.au by Wednesday 13 November 2019