

Lake Macquarie Sustainable Neighbourhood Alliance (Inc)

ABN 9727 452 3597

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Notice:

Lake Macquarie Sustainable Neighbourhood Alliance

Annual General Meeting (AGM)

Members of the Lake Macquarie Sustainable Neighbourhood Alliance are invited to attend the Annual General Meeting.

Date: Wednesday 2 November 2022

Time: 6.00 – 7.00pm

Location: Lake Macquarie City Council Administration Building, 126-138 Main Road, Speers Point, and online via MS Teams. Please RSVP and indicate whether you intend to attend online or in person. A meeting link will be emailed to attendees prior to the meeting.

RSVPS essential to: Returning Officer, Rachelle McConville at admin@sustainableneighbourhoods.org.au by Thursday 27 October 2022.

We will email you a meeting link prior to the meeting.

For additional enquiries, email admin@sustainableneighbourhoods.org.au or call 0466 748 333.

Annual General Meeting Agenda:

1. Welcome
2. Confirm minutes of last AGM
3. Chairperson's report
4. Treasurer's report
5. Appointment of Board Members
6. Appointment of Office Bearers
7. Meeting Close

Annual General Meeting

Nominations and election for the Alliance Board

The Lake Macquarie Sustainable Neighbourhood Alliance Board (the Board)

Membership of the Board shall consist of a maximum of twelve persons who must be at least 18 years of age, drawn from the financial membership of the Alliance.

The Board shall formally elect a Chairperson, Secretary, and Treasurer at the Annual General Meeting (AGM), and up to nine Ordinary Board Members. A member will also be nominated to be the Public Officer.

Board Nominations

Nominations for Board membership must be supported in writing by two Alliance members.

Only fully paid up members of the Alliance are eligible to nominate for membership of the Board or to vote at AGMs.

To nominate, a person must:

- Be a current financial member of their local Sustainable Neighbourhood group (and therefore of the Alliance) or the Alliance directly; and
- Be at least 18 years of age; and
- Complete the attached nomination form, including declarations of support from two Alliance members; and
- Submit the completed nomination form to the Returning Officer by 5.00pm on **Thursday 27 October 2022** to admin@sustainableneighbourhoods.org.au.

The Board may also call for nominations from the floor at the AGM itself.

Election rules and voting

Members do not need to be present at the AGM to be elected to a Board position, but must have completed and forwarded their nomination form as above.

The AGM will elect up to twelve members to the Board.

Board members are elected for a twelve month term of office. All positions must be declared vacant at the AGM and nominations declared open. If there are more nominations than Board positions, votes will be taken to make the appointments.

All paid members are entitled to vote at the AGM. Voting shall be by a show of hands on a majority basis. In the case of a tied vote, the Returning Officer shall make the final decision.

The roles of Chair, Secretary, Treasurer and Public Officer will then be agreed upon by elected Board members in an *in camera* session of the Board, before being announced to the AGM.

**Lake Macquarie Sustainable Neighbourhood Alliance
Board Nomination Form 2022**



Nominee to complete:

I

(full name of nominee)

of

(residential address of nominee)

hereby state my intention to stand for election on the Lake Macquarie Sustainable Neighbourhood Alliance Board at the Annual General Meeting scheduled for Wednesday 2 November 2022.

I declare that I am:

- A current financial member of the Lake Macquarie Sustainable Neighbourhood Alliance; and
- At least 18 years of age.

Signature: _____ Date: _____

(Signature of nominee)

Nomination supporters to complete:

Supporting member 1. Declaration:

I am a current financial member of the Lake Macquarie Sustainable Neighbourhood Alliance, and I hereby support the above nomination.

Full
Name: _____

Signature: _____ Date: _____

Supporting member 2. Declaration:

I am a current financial member of the Lake Macquarie Sustainable Neighbourhood Alliance, and I hereby support the above nomination.

Full
Name: _____

Signature: _____ Date: _____