

AGM Agenda		Notes
<b>Unstructured activities</b>		
<b>Welcome-</b>	<b>President</b>	Welcome Introduce self +guests: Apologies – Describe format for the evening announce it is an AGM and public meeting
<b>AGM</b> <b>President’s Report</b> <b>Treasurer’s Report</b> <b>Election of the Management Team</b>	<b>President</b>          <b>Treasurer</b>           <b>Past President or other person</b>	AGM Declared Open-President to conduct meeting (all bar elections) Minutes of last AGM Motion - Circulated  Secretary moves -That minutes be signed as a true & correct record of the meeting Business arising - any questions re action taken President asks previous year's secretary to record the minutes for this meeting.  <b>President's report</b> for previous year President moves report be accepted. Locate a seconder Business arising or questions. All those in favour/against carried <b>Treasurer’s report</b> Audit Financial Report circulated. Report presented and discussed as needed. Treasurer moves report be accepted. Locate a seconder. Business arising or questions. All those in favour/against carried Treasurer moves motion for appointment of auditors for year. Locate a seconder. All those in favour/against carried  <b>Elections</b> President stands aside – Past President Declare that "At an AGM all positions are declared vacant". We have received nominations for most positions but we are able to accept nominations from the floor for those for which no nomination has been received. That being the case I declare the following people elected to the Management team of XXX  Reply from the President
<b>If any Changes required:</b> <b>Rules of Association Motions</b> It is proposed that amendments to these rules be adopted at the Annual General Meeting of Members to be held at .....	<b>President</b>	Votes on changes to the rules Votes on major policy changes Notices of changes to fees if any.
<b>General Business</b>	<b>President</b>	Discussions of issues raised by Management Committee Discussions of Issues raised from the floor Further announcements
<b>General meeting if necessary</b>		