Vietnam Veterans Federation of Australia Queensland Branch Inc.

**Agenda for the Annual General Meeting**

Held on

24th November 2022

**Opening of Meeting:**

President Peter Handy to open the meeting at 1.00pm and welcomed all in attendance.

**Recital of the Ode:**

*They shall grow not old, as we that are left grow old:*

*Age shall not weary them, nor the years condemn.*

*At the going down of the sun and in the morning*

*We will remember them. LEST WE FORGET.*

**Attendance:**

**Apologies:**

**Conflict of Interest –** All Members are reminded that we have an obligation to act in the best interests of our organization at all times, and in accordance with the Associations Incorporation Act and ACNC Rules and Guidelines. We also must declare any possible “Conflict of Interest” for the same reasons.

**Confirmation of eligible voters in attendance:**

The Secretary, Peter Cameron, to confirmed that all present are financial members and entitled to vote.

**Declaration of proxy votes received:**

The Secretary, Peter Cameron, to advised of all proxy votes received for this AGM.

**Minutes of Previous AGM**

The Minutes of the 2021 Annual General Meeting held on the 26th October 2021 to be tabled and confirmed.

**Business arising from previous AGM Minutes:**

**President’s Report:**

**Treasurers Report and tabling of the Auditor’s Report:**

Peter Cameron tabled a copy of the Financial Statements, and the Auditor’s Report from Ian Rule.

**Declaring all Management Committee Positions Vacant and appointing an Chair.**

**Election of Office Bearers for 2021/2023**

President, Vice Presidentr, Secretary / Treasurer, Committee Members

**Appointment of Auditor for 2022/2023 financial year:**

**General Business**

* Signatories to banking accounts and limits of expenditure.

**Close of Meeting**