



# OKINES COMMUNITY HOUSE

**540 Old Forcett Road  
DODGES FERRY 7173**

**29 August 2019**

## **Notice of the Annual General Meeting of Okines Community House**

Dear member,

This is to advise you of the upcoming Annual General Meeting of the members of Okines Community House. The details of this meeting are as follows:

<b>Date:</b>	Friday 20 September 2019
<b>Time:</b>	9.30am
<b>Place:</b>	Okines Community House

### **Attached are:**

- the agenda for this meeting
- the minutes of the last annual general meeting.

### **At the meeting, members will have the opportunity to:**

- find out about Okines Community House's operations and finances
- ask questions about the operations and finances of Okines Community House
- speak about any items on the agenda
- vote on any resolutions proposed.

### **At the meeting, members will be asked to vote to:**

- accept the minutes of the last annual general meeting
- accept the annual report

- accept the auditor's report
- accept the annual financial statements
- appoint and pay an auditor
- elect Board members.

### **Notice of Special Resolution**

**Notice is hereby given under the Associations Incorporations Act 1964 that at the upcoming AGM it is intended that the following special resolution to adopt a new Constitution will be proposed at the annual general meeting:**

The Constitution was last updated in 2013. The 2019 revision aims to better reflect Okines' current practice and future direction and to simplify so it's easier to use.

The main changes are:

3.1.1 - purpose statement added (important for Deductible Gift Recipient approval)

4.5 - simpler membership clause with detail as policy for flexibility as Okines functions change/grow

5.6 - fewer ordinary Board members - now office bearers plus a minimum of 4 and maximum of 10 ordinary members

5.8 - vacation of office update (5.8.2 "insolvent under Corporations law" replaces more complex model rules wording; 5.8.4 represented person phrase replaces "of unsound mind")

5.11 & 5.12 - adds the Manager to the Executive ex-officio

5.16/5.21/7.3 - quorums - five for the Board; three for sub-committees; five for the AGM

We warmly invite you to attend the AGM but understand that some of our members are unable to attend. If you cannot attend but would like to see a copy of the proposed new Constitution please email [info@okinescommunityhouse.com.au](mailto:info@okinescommunityhouse.com.au)

Regards,

Judy Fitzgerald  
Public Officer