



# IMPORTANT NOTES FOR AGM

Following on from this page is the agenda for the upcoming AGM and detailed below are some notes pertaining to how to have your say and how to nominate for Committee positions.

## **AGENDA**

### **NOMINATIONS AND NOMINATION FORM**

Nomination Form must be **RECEIVED** by the **SECRETARY** by **close of business on Thursday 26<sup>th</sup> October, 2017** to enable sufficient time to distribute a list of nominees to members, in the event that we end up with more nominees than places on the Committee.

Persons nominated will be asked to supply a short paragraph about themselves (max. 200 words) and photo to distribute with the list of nominees.

PLEASE NOTE, nominations cannot be taken from the floor on the day of the AGM should all the nominated positions be filled at close of nominations on 26<sup>th</sup> October, 2017. If you would like to nominate or nominate someone else, please ensure you do this by sending your nomination into the Secretary by the close of business on 26<sup>th</sup> October, 2017.

### **FORM OF PROXY**

This form enables you to make your voice heard at the upcoming election by nominating another person to vote on your behalf, should you be unable to attend the AGM. The fully completed proxy form must be received by the Secretary by the close of business on Thursday 9<sup>th</sup> November, 2017. When returning this form, please take into account time constraints and contact the Secretary to discuss the most time efficient way to get your Proxy form to her. Forms will not be accepted for Proxy vote unless all sections are completed and it is received by the Secretary by the due date and time.

### **FORM OF POSTAL VOTE FOR AGM**

This form is to enable you to make a definitive vote yourself on any item in the Agenda at the AGM and must be received by the Secretary by the close of business on Thursday 9<sup>th</sup> November, 2017. When returning this form, please take into account time constraints and contact the Secretary to discuss the most time efficient way to get your Postal Vote to her. As soon as nominations close you will receive a list of who has been nominated.

Voting – the list of nominations will be emailed once nominations have closed.

When filling out the form, members have two options:

#### Option 1

Place a number in the boxes from 1 – 8 next to the nominees that you would like to see on the committee. When using this method, please note that any more than 8 nominations will render your vote void. If less than 8 nominations are received, it will also render your vote void. Therefore ensure each box has a number in it.

#### Option 2

Place a tick in one box next to the nominee that you would like to see on the committee.



## **AGENDA**

# **ANNUAL GENERAL MEETING**

Saturday–11<sup>th</sup> November, 2017

TIME: 10.00 am pre-meeting coffee

VENUE: Spicers Hidden Vale

Address: 617 Grandchester Mount Mort Road Grandchester, Queensland 4340

Contact phone number: 1300 179 340

Website: [www.spicersretreats.com](http://www.spicersretreats.com)

Rooms are available for those wishing to stay overnight. Please remember when booking to say you are with the HHS.

AFTERWARDS: Lunch as a group with general discussion and power point presentation.

### AGENDA:

1. President's Opening Remarks.
2. Apologies.
3. Minutes of Annual General Meeting 21<sup>st</sup> October 2016– sent as a separate attachment
4. Business Arising out of the Minutes.
5. President's report – to be tabled at Meeting.
6. Treasurer's report – to be tabled at Meeting.
7. Registrar's report – to be tabled at Meeting.
8. Election of Office Bearers:-
  - (a) President
  - (b) Vice President
  - (c) Secretary
  - (d) Registrar
  - (e) Treasurer
  - (f) Committee members
- 9 Auditor's Report.
10. Date and venue of next meeting.
11. Closing Remarks.



# NOMINATIONS

I, \_\_\_\_\_, being a breeder member of the  
(Please print name clearly)

Hanoverian Horse Society of Australia hereby nominate the person/s shown below:

President .....

Vice President .....

Secretary .....

Registrar .....

Treasurer .....

Committee members .....

- .....
- .....
- .....
- .....
- .....
- .....
- .....
- .....

Signed this.....day of ....., 2017

Proposer: .....  
(Signature of Member)

Seconder: .....

NB. Seconder cannot be another family member, where HHSA membership is "Family".

This form must be received by the Secretary by close of [business 26<sup>th</sup> October 2017](#) by email to: [hanoverian@hanoverian.org.au](mailto:hanoverian@hanoverian.org.au) or you can post your form to GPO Box 2039, Brisbane Q 4001  
Please consider time frames when sending this form and contact Kim Kulper (0409 852 060) if help is needed.



## FORM OF PROXY

I, \_\_\_\_\_, being a breeder member of the Hanoverian  
(Please print your name clearly)  
Horse Society of Australia (Inc), hereby nominate the person/s shown below as my proxy to

vote for me on my behalf, as my proxy sees fit at the Annual General Meeting of the  
Association to be held on the 11<sup>th</sup> November, 2017 or at any adjournment thereof.

Signed this.....day of ....., 2017

.....  
(Signature of Member)

Name of First Proxy: .....

Name of Substitute Proxy: .....

This form must be received by the Secretary by close of business Thursday 9<sup>th</sup> November 2017. You can email to [hanoverian@hanoverian.org.au](mailto:hanoverian@hanoverian.org.au) or post your form to GPO Box 2039, Brisbane Q 4001 but please consider time frames when sending this form. Contact Kim Kulper\_ (0409 852 060) if in doubt that your form reached her in time!



## FORM OF POSTAL VOTE FOR AGM

I, \_\_\_\_\_, refer to the Notice of Motion/other matter,  
(Please print your name clearly)

being \_\_\_\_\_ on the

Agenda for the forthcoming Annual General Meeting.

Please record my vote for / against the Motion. I have detailed below my reasons for my

vote: \_\_\_\_\_

\_\_\_\_\_  
Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

.....  
(Signature of Member)

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[hanoverian@hanoverian.org.au](mailto:hanoverian@hanoverian.org.au) or you can post your form to GPO Box 2039, Brisbane Q 4001 Please consider time frames  
when sending this form. Contact Kim Kulper (0409 852 060) if in doubt that your form reached her in time! .