15 February 2023

## **Notice of FOG Annual General Meeting**

## 8 March 2023 – 5.30pm for 6pm start

**Location:** Conservation Council Offices, Unit 14/26 Barry Drive, Ground Floor, Lena Karmel Lodge, Canberra City

We plan to start with nibbles and drinks (provided) at 5.30pm and start the AGM at 6pm. After the meeting everyone is invited to stay on for some more eating, drinking and catch up.

For attendance and apologies (for catering purposes) please email me at: <a href="mailto:secretary@fog.org.au">secretary@fog.org.au</a> with the subject heading of AGM 2023 – attendance/apology.

At the AGM, elections will be held for the committee. FOG welcomes new nominations to the committee. Nomination form (Word version), Nomination form (pdf version). Everyone brings different skills and experiences to the table, all of which can help promote the objectives of the community group.

The committee consists of the president, two vice-presidents, the treasurer and the secretary (office bearers) and up to 11 ordinary members.

Please note that at the time of writing, vacancies exist for treasurer and one vice-president. Nominations for these roles would be especially welcome.

To **nominate for the committee** you need to be a current financial member of FOG. Your nominees also need to be current financial members. See <u>Voting Procedure for Election of FOG Committee</u>. Please complete the nomination form (<u>Word version</u> or <u>pdf version</u>) and return it to <u>secretary@fog.org.au</u> by 6pm on 1 March 2023. If you need to renew, membership details are found at <a href="http://www.fog.org.au/membership.htm">http://www.fog.org.au/membership.htm</a>. Also contact the secretary if you have any queries or problems completing the form.

Motion on Notice: if any financial member wishes to place a motion on notice, they must also attend the meeting to speak to the motion. Wording must be received by 6pm 1 March by the Secretary — <a href="mailto:secretary@fog.org.au">secretary@fog.org.au</a> - to allow time for all members to be notified of any motion on notice.

The annual report will be circulated to all members in advance via Special Bulletin. Notice of the 2023 AGM and all relevant documentation will be posted onto the FOG website at <a href="http://www.fog.org.au/AGMs.htm">http://www.fog.org.au/AGMs.htm</a>.

Members who do not have email addresses may request that reports be posted to them.

## [Draft] Agenda

- 1. Attendance and apologies
- 2. Minutes of previous AGM
- 3. Matters arising from previous minutes
- 4. Reports:
- Receipt of annual report: persons responsible for the report and those carrying out responsibilities for FOG will be invited to address the meeting and questions and queries may be raised by attendees.
- 5. Elections
- Office Bearers: President, two Vice Presidents, Secretary, Treasurer.
- Ordinary Committee members (up to 11).
- 6. Motions on Notice
- 7. Close

Helen Sims, Secretary, FOG

For any other inquiries please contact <a href="mailto:secretary@fog.org.au">secretary@fog.org.au</a>