

5 August 2018

Dear member,

ESCFAN Inc. – Notice of Annual General Meeting (AGM) under rule 33(1)(b)

I am pleased to give notice that the AGM of ESCFAN Inc. for 2018 is to be held as follows:

Date: Saturday, 1 September 2018

Time: 4:00 p.m. AEST

Place: Estonian House, 141 Campbell St, Surry Hills NSW.

Agenda (items of business):

1. Registrations by Secretary of members in attendance entitled to vote under rule 13(2), and of proxies received by the Chairperson under rule 34(6): rule 41(3)
2. Apologies
3. Confirmation of quorum: rule 36
4. Acceptance of Minutes of previous General Meeting: rule 30(4)(a) (copy included with this notice; only members who attended the meeting may vote on acceptance of the minutes.)
5. Annual report of the Committee: rule 30(4)(b)(i)
6. Financial statements and Treasurer's report: rule 30(4)(b)(ii)
7. Confirmation of the annual subscription fee (2019/2020 financial year): rules 12(1) and (3). (The Committee proposes the fee be retained at \$25.)
8. Decision as to the number of ordinary members of the Committee for the next year: rule 53(1). (The Committee proposes the number be retained as five.)
9. Committee positions – Declaring vacant, calling for nominations, and holding of elections: rules 50-54 – Election of positions to occur in the following order: (i) President, (ii) Vice-President, (iii) Secretary, (iv) Treasurer, (v) Ordinary members.
10. Close of AGM

Proxies: Any member who is unable to attend the AGM in person may appoint another member as his or her proxy for the meeting. A form approved by the Committee for appointment of a proxy is included with this notice: rule 34(5). If not being given to the Chairperson at the start of the AGM, the form must be received before 31 August 2018 at 4:00 p.m. AEST to be effective.

Intention to nominate form: A form is also included for any member wishing to notify their intention to nominate (or be nominated) for a Committee position at the AGM.

The completed form(s) can be scanned and emailed to accounts@escfan.com.au

I encourage all members to attend the AGM, or to provide their proxy, so they can have a say in the running of the association. Note: Entry to the AGM is free.

To assist with catering, we strongly encourage members and non-members to register their intention to attend the AGM at <https://bit.ly/2ncWfcm> (on facebook) or email accounts@escfan.com.au

An ESCFAN Euroclub Disco event will be held at the same venue commencing at 7:00 p.m. Secure your free members tickets at <https://bit.ly/2vjMoGh> Non Members \$10+bf

Best regards,

Tass Sgardelis
Secretary, ESCFAN Inc.

Additional documents included with Notice of AGM of ESCFAN Inc.

1. **Form for appointment of proxy** (Agenda item 1)
2. **Minutes of the General Meeting of the members of ESCFAN held 19 August 2017** (Agenda item 4)
3. **Form for notifying intention to nominate (or be nominated) for one or more Committee positions** (Agenda item 10)