**Annual General Meeting of**

**The Gemmological Association of Australia Victorian Division Inc**

Venue: GAA House 380-382 Spencer St West Melbourne

Date: Thursday June 25th, 2020 (commencing 5.30 p.m.)

**AGENDA**

1. President to open meeting
2. Apologies
3. Proxies
4. Minutes of last Annual General Meeting of the GAA Victorian Division
5. Confirmation of Minutes and Signature of the Chairman
6. Business arising from the Minutes
7. President’s Report
8. Treasurer’s Financial Statement
9. Adoption of Financial Statement
10. Election of Office Bearers for year 2020
    1. President
    2. Vice-Presidents (two)
    3. Honorary Secretary
    4. Honorary Treasurer
11. Committee members (10)
12. Confirmation of Public Officer / Association Secretary

General Business

1. Close of Meeting

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| GAA logo | (VICTORIAN DIVISION Inc.) ABN 41 679 400 853  Association Registration No. A0022481P  380-382 Spencer St, West Melbourne 3003  **T**: (03) 9326 6160 **F**: (03) 9326 6150 **E**: vic@gem.org.au |

**NOMINATION FORM FOR STATE MANAGEMENT COMMITTEE**

|  |  |  |  |
| --- | --- | --- | --- |
| I, |  | |  |
| wish to nominate: | |  |  |
| for the position of: | |  |  |
|  | |  |  |
| I, |  | | second the nomination. |
| I, |  | | agree to be nominated for the position as stated above, and if elected, shall attend all meetings regularly. |
|  |  | |
|  |  | |  |
| Date: |  | |  |
| Signed: |  | |  |

**NOTE**: Nominee, Nominator and Seconder must be current financial members of the Victorian Division Inc.

**ALL APPLICATIONS MUST BE IN THE HANDS OF THE SECRETARY BY**

**5.30 p.m, THURSDAY JUNE 25th, 2020**

**PLEASE EMAIL FORM TO** [vic.secretary@gem.org.au](mailto:vic.secretary@gem.org.au) ***PRIOR* TO THE MEETING**

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**APPOINTMENT OF PROXY – ANNUAL GENERAL MEETING, THURSDAY JUNE 25th, 2020 5.30 p.m.**

|  |  |  |  |
| --- | --- | --- | --- |
| I, |  | |  |
| of |  | |  |
|  | being a financial member of the Gemmological Association of Australia, Victorian Division Incorporated, hereby appoint | | |
|  |  | |  |
| of |  | |  |
|  | as my proxy to vote for me on my behalf at the Annual General Meeting of the Victorian Division Incorporated to be held on THURSDAY JUNE 25th, 2020 at 5.30 pm, and at any adjournment thereof. | | |
| Signed: |  |  | |

**PLEASE NOTE THAT** **THE APPOINTMENT OF PROXY NOTICE** **MUST BE IN THE HANDS OF THE SECRETARY NO LATER THAN 5:30 p.m. on THURSDAY JUNE 25th, 2020.**

**PLEASE EMAIL FORM TO** [vic.secretary@gem.org.au](mailto:vic.secretary@gem.org.au) ***PRIOR* TO THE MEETING**