

Business Whangaparaoa Inc

Annual General Meeting Notice

You are cordially invited to attend the Annual General Meeting of

Business Whangaparaoa Incorporated

On Wednesday 8 December 2022 at 5.30 pm

At Paraoa Brewing Co

AGENDA

1. Welcome
 2. Apologies
 3. Confirmation of Minutes from 2021 AGM
 4. Annual Reports – Chair and Manager
 5. Financial Reports – Treasurer
 6. Approval of Statement of Accounts
 7. Passing of Special Resolution
 8. Approval of the Income and Expenditure budget for the following year
Election of Executive Committee:
 9. Election of members – please read the information below for nomination procedure. The Nomination form is overleaf. Nominations close with Sarah Carr at 5.00 pm on Wednesday 8 December.
 10. Election of officers (Chairperson, Secretary and Treasurer) for 2023:
 - a. process for election of officers;
 - b. (if necessary) election of officers.
 11. General Business (items for information only)
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A person must be a Member of the Association to vote and stand for election to the Executive Board/Committee

Election of members to the Executive Committee - The procedure for nominations as detailed in Rule 15 of the constitution is as follows:

Nomination of candidates for election - shall be made in writing, signed by two Members of the Association and accompanied by the written consent of the candidate (which may be endorsed on the nomination form); and

shall be delivered to the Secretary of the Association (Sarah Carr for the purposes of this AGM) by 5.00 pm on Monday 5 December 2022.

For more information please contact Sarah Carr. **Please RSVP your attendance** by emailing info@businesswhangaparaoa.co.nz by 5.00 pm on Monday 5 December 2022.

NOMINATION FORM

For nomination to stand for election to the Executive Committee of **Business Whangaparaoa Inc** at the Annual General Meeting held on 08 December 2022

Nominated position: Please tick one Chairperson Secretary Treasurer Committee

I (individual's name)

wish to stand for election to the Business Whangaparaoa Inc Executive Committee

Signature:

Business:

Address:

Name of nominee:

Contact ph/email:

1st Nomination by:

Signature:

Business:

Address:

Name of nominee:

Contact ph/email:

2nd Nomination by:

Signature:

Business:

Address:

Name of nominee:

Contact ph/email:

To be considered for election please return this nomination form to the Secretary by emailing this form to: info@businesswhangaparaoa.co.nz