

Agenda: Annual General Meeting

Time / Date	Tuesday 19 th November 2024
Venue	Uniting Care Building, Corner Queen Street and Dyte Parade, Ballarat East.
Chair / Minutes	James Hosking / Sharon Desmond

Time	Item	Owner
18:30	1. Opening formalities	
	<ol style="list-style-type: none"> 1. Opening welcome and apologies 2. Confirmation of Quorum. As at 15/10/24 there are 122 members, so a minimum of 12 people is required at the meeting (TBC). 3. Confirmation of Agenda (including any proposed additions) 	James
	2. BPG Annual General Meeting	
	a) Confirm minutes of previous AGM (2023)	James
	b) Receive and Consider <ul style="list-style-type: none"> • Report from the Committee on activities 1 July 2022 to 30 June 2023. • Annual Financial statement (submitted to members in accordance with Part 7 of the Associations Incorporation Reform Act 2012 [Vic]). 	James Stephen T
	c) Election of Committee members, vacancies are – <ul style="list-style-type: none"> • Treasurer, Vice President, President, Ordinary Committee Members <p><i>[The President should not manage the election of the Presidency if it is one of the vacancies. In this case, another committee member should step in to run that election. After that election, the new or returning President may manage the other elections]</i></p>	James
	d) Confirm / Vary Subscription and joining fee <p>Motion: That membership fees for 2024 remain unchanged from 2023 (Schedule of fees attached).</p>	James
	e) Special motion <p>A special motion is proposed to alter the BPG Constitution in relation to Purpose and Term of Office, as below.</p>	James

Time	Item	Owner
	<p>Proposed Change 1: Purpose (Part 1, S.2)</p> <p><u>Current:</u></p> <p>The purpose of the association is to protect and enhance the natural environment through the promotion and application of permaculture ethics, design principles and associated practices.</p> <p><u>Proposed:</u></p> <ol style="list-style-type: none"> 1) <i>Ballarat Permaculture Guild Incorporated is a non-profit association which exists to benefit the environment and communities of the greater Ballarat region through the promotion and application of permaculture ethics, design principles, and associated practices. The objects of the association are:</i> <ol style="list-style-type: none"> a) <i>to equip sustainable households, communities and organisations;</i> b) <i>to promote permaculture to the wider community, to stimulate public interest in the teachings of permaculture and diffuse these principles by way of publication, demonstration, or other as deemed desirable;</i> c) <i>to provide varying means for education of permaculture to its members and the wider community;</i> d) <i>to promote biodiversity, food security, lifestyle independence, and self-sufficient, resilient households and communities;</i> 2) <i>Ballarat Permaculture Guild Incorporated will achieve these objects by undertaking the following activities:</i> <ol style="list-style-type: none"> a) <i>conducting training through short & long-term courses (in person or virtually) and practical skills workshops;</i> b) <i>facilitating the exchange of information and learning opportunities and the creation of supportive networks across local communities and organisations;</i> c) <i>raising funds by way of personal or written appeals, public meetings, or otherwise for the purpose of this Association in the form of donations, annual subscriptions, or otherwise;</i> d) <i>acting as a resource hub for the expansion of Permaculture principles of an intellectual or application-of-method nature;</i> e) <i>purchasing, leasing, exchanging, hiring, borrowing, developing, and/or otherwise acquiring or dealing in property, either real or personal, for the purpose of promoting the goals set within, and the furtherance of these Objects;</i> f) <i>providing formal & informal social meeting points for similar-minded persons;</i> g) <i>facilitating communication amongst members;</i> h) <i>to subscribe to, become a member of and co-operate with any other society, association, or organisation whose objects are altogether similar to those of this Association.</i> 	

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	<p>Change 2: Term of Office (Part 55, S.2):</p> <p><u>Current:</u></p> <p>A committee member may be re-elected, except that no member may hold the same office for more than four years.</p> <p><u>Proposed:</u></p> <p><i>A committee member may be re-elected, except that no member may hold the same office for more than four consecutive years.</i></p> <p>Motion: That the proposed changes to the Ballarat Permaculture Guild Rules are adopted.</p>	
	<p>f) Other Business</p>	James, those invited to speak
	<p>g) Open forum – Questions</p>	James
7:15 pm	3. Close - Social Gathering	James

Schedule of Fees

Current	1-year Single Concession \$25 1-year Single Full fee \$30 2-year Single Concession \$45 2-year Single Full fee \$55 1-year Household Concession \$40 Full Fee 1-year \$45 Concession Household 2 year \$75 Full Fee Household \$85
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FORM FOR THE APPOINTMENT OF A PROXY

Notes:

- (1) A member may appoint another member as his or her proxy to vote and speak on his or her behalf at a general meeting other than at a disciplinary appeal meeting.
- (2) The appointment of a proxy must be in writing and signed by the member making the appointment.
- (3) The member appointing the proxy may give specific directions as to how the proxy is to vote on his or her behalf, otherwise the proxy may vote on behalf of the member in any matter as he or she sees fit.
- (4) If the Committee has approved a form for the appointment of a proxy, the member may use any other form that clearly identifies the person appointed as the member's proxy and that has been signed by the member.
- (5) Notice of a general meeting given to a member under rule 33 must—
 - (a) state that the member may appoint another member as a proxy for the meeting; and
 - (b) include a copy of any form that the Committee has approved for the appointment of a proxy.
- (6) A form appointing a proxy must be given to the Chairperson of the meeting before or at the commencement of the meeting.
- (7) A form appointing a proxy sent by post or electronically is of no effect unless it is received by the Association no later than 24 hours before the commencement of the meeting.

Appointment of Proxy:

I, the undersigned, _____ (insert name)
of _____ (insert address)

being a member of the Association

hereby appoint _____ (insert appointed proxy name)
of _____ (insert proxy address)

as my proxy to vote on my behalf at the Annual General Meeting of Ballarat Permaculture Guild to be held on Tuesday, 19th November 2024 and at any adjournment of that meeting.

Choose one of the following:

- My proxy may vote as he or she sees fit.
- My proxy is to vote in accordance with these special directions:

(insert details)

Signed

Date