

Agenda: Annual General Meeting

Time / Date	Tuesday 15 th September 2026
Venue	Bunch of Grapes Hotel – conference room 401 Pleasant street South, Ballarat 3350
Chair / Minutes	Barry Gibson / Karen Goodwin

Time	Item	Owner
7:00 pm	1. Opening formalities	
	- Opening welcome and apologies - Confirmation of Quorum. As at 02/09/26 there are 122 members; a minimum of 13 people is required at the meeting (10% of members entitled to vote). - Confirmation of Agenda (including any proposed additions)	Barry
	2. BPG Annual General Meeting	
	a) Confirm minutes of previous AGM (2025)	Barry
	b) Receive and Consider - Report from the Committee on activities 1 July 2025 to 30 June 2026. - Annual Financial statement (submitted to members in accordance with Part 7 of the Associations Incorporation Reform Act 2012 [Vic]).	Barry Sally
	c) Election of Committee members. Vacancies are – Vice President, Treasurer, Ordinary Committee Members <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>	Barry
	d) Confirm banking signatories. 2026/27 Banking signatories: Barry Gibson, Karen Goodwin, Sally Smart, Steve Burns, Ellen Burns.	
	e) Confirm / Vary Subscription and joining fee Motion: That membership fees for 2026/27 remain unchanged from prior year (Schedule of fees attached).	Barry
	- Other Business - Open forum – Questions	Barry, Others invited to speak
7:45 pm	3. Close - Social Gathering	Barry

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 1-year Household Full Fee 1-year \$45 2-year Household Concession \$75 2-year Household Full Fee \$85
----------------	--

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, 15th September 2026 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