

# Friends of Verdin Park

## Notice of Annual General Meeting

Notice is hereby given that the first Annual General Meeting (AGM) of Friends of Verdin Park will be held as follows:

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Venue: \_\_\_\_\_

---

## Purpose of the Meeting

The AGM is being held to formally establish the governance and future direction of Friends of Verdin Park.

The meeting will include:

- Adoption of the Constitution
  - Presentation of the Chair's Report
  - Presentation and approval of the Treasurer's Report and accounts
  - Election of Officers and Committee Members
  - Discussion regarding future structure and activities of the Group
  - Consideration of future charitable or incorporated status
  - Any other properly raised business
- 

## Committee Elections

Nominations are invited for the following positions:

- Chair
- Secretary
- Treasurer
- Committee Members

Nominations may be submitted in advance or made during the meeting.

All positions will be elected by members present at the AGM.

---

## **Voting and Membership**

Voting at the AGM is open to members of Friends of Verdin Park aged 18 or over.

Individuals supporting the purpose of the Group may join prior to the commencement of the meeting.

Each member shall have one vote.

---

## **Documents**

The following documents will be available prior to or at the meeting:

- Proposed Constitution
  - AGM Agenda
  - Chair's Report
  - Treasurer's Report
  - Committee Role Descriptions
- 

Signed on behalf of Friends of Verdin Park

Acting Chair: \_\_\_\_\_

Date Issued: \_\_\_\_\_