



## ATESOL ACT Annual General Meeting

13 March 2025, 6:30 – 6:50pm

Canberra Institute of Technology Restaurant, K Block, Level 2, 37 Constitution Avenue, Reid.

### AGENDA

Chair: Helen Moore

Minute Secretary:

#### 1. Welcome

- Acknowledgement of country
- Approval of the agenda
- Attendance: See sign on sheet
- Apologies:

#### 2. Minutes of the 2024 AGM held on 24 February 2024, 3:15 – 3:30pm

Motion to approve the minutes. *Moved:* *Seconded:*

Vote:

#### 3. President's Report - Summary of year.

Questions from the floor.

Motion to approve the report. *Moved:* *Seconded:*

Vote:

#### 4. Treasurer's Report

- Current Financial Report
- Tabling of Auditor's Report and reading of Statement from Auditor re audit.
- Questions from the floor.

Motion to approve the report. *Moved:* *Seconded:*

Vote:

#### 5. Election of 2025 Office Bearers

All positions declared vacant.

Hand over to Interim Chair.

For each nomination, chair to:

- **check form to ensure** (i) person is ATESOL ACT member, (ii) nomination is accepted, and (ii) 2 nominators
- **call for any further nominations**

Secret ballot if more than 1 nomination for President, Vice-President, Secretary & Treasurer.

Nominations to be advised.

##### 5.1 Nominations for President:

Name(s)-

*Nominated by:*

*Seconded:*

Declared/Vote:

##### 5.2 Nominations for Vice President:

Name(s)-

*Nominated by:*

*Seconded:*

Declared/Vote:

**5.3 Nominations for Secretary**

Name(s)-

*Nominated by:*

*Seconded:*

Declared/Vote:

**5.3 Nominations for Treasurer**

Name(s)-

*Nominated by:*

*Seconded:*

Declared/Vote:

**5.4 Nominations for Committee (at least 3)**

Names

See attached forms for nominators.

Declared.

6. Any other Business **received prior to meeting**

Meeting closed at: