

NOTICE of Annual General Meeting

Notice is hereby given that the 15th Annual General Meeting of Theatre Heritage Australia Inc. will be held **IN PERSON** and via **ZOOM** on **Sunday 14 April 2024**, commencing at **2.00 pm sharp**.

ORDINARY BUSINESS:

1.0 Apologies

To receive and record apologies from absent members.

2.0 Minutes of Last AGM

To confirm the minutes of the last Theatre Heritage Australia Inc. (THA) annual general meeting held 27 May 2023 as required by Rule 30(4)(a).

Motion: *‘That the minutes be accepted as a true and accurate record of the meeting’.*

3.0 President’s Report

To receive and consider the President’s report under Rule 30(4)(b)(i).

Motion: *‘That the president’s report be accepted’.*

4.0 Accounts & Reports

(a) Under Rule 30(4)(b)(ii) to receive the documents and consider the motion:

‘That the Treasurer’s report, annual financial statements and statement by members of the committee for the year ended 31 December 2023, as presented to this meeting, be hereby received and adopted’.

(b) Under Rule 30(4)(b)(ii) and Division 60 of the Australian Charities and Not-for-profits Commission Act (2012) to approve the motion:

‘That the financial statements referred to in (a) above be signed by the President and submitted to the Australian Charities and Not-for-profits Commission’.

5.0 Election of Officers & Committee

(a) To declare the number of ordinary members on the committee for the following year as per Rule 53.

Motion: *‘That the number of ordinary members of the committee for the forthcoming year be set at eight.’*

(b) To elect office holders and ordinary committee members as per Rule 30(4)(c):

President	(1 only)
Vice-President	(1 only)
Treasurer	(1 only)
Secretary	(1 only)
Ordinary Members (number as determined by previous resolution)	(8 positions)
Total	(12 positions)

6.0 SPECIAL BUSINESS

[Members may bring up items of special business. However written notice must be given to the Secretary allowing him/her sufficient time to notify the membership 14 days before the Meeting, or in the case of a special resolution 21 days before, under Rule 30(5).

Please Note:

1. This document constitutes the required Notice of Meeting as per Rule 33.
2. All members of committee will become Responsible Persons under the ACNC Act and therefore be required to provide the following details to the association (date of birth, residential address, phone number, position and the date they became a Responsible Person) for submission to the ACNC in the annual information statement.
3. If you are unavailable to attend the meeting, Proxy Forms are available for download from the THA website at <http://www.theatreheritage.org.au/about-us/agm-reports>. Proxies must be received no later than 24 hours before the time of the meeting under Rule 34.
4. All of the above forms, minutes and Treasurer's reports can be downloaded from the THA website at <http://www.theatreheritage.org.au/about-us/agm-reports>