



10 November 2022

Dear Member,

Notice of Victorian Mental Illness Awareness Council Annual General Meeting

I am writing to advise that the Victorian Mental Illness Awareness Council (VMIAC, ABN 28 642 080 520) will be holding its Annual General Meeting (AGM) on:

Date: **Thursday 24 November 2022**

Time: **10 am – 12 pm Australian Eastern Daylight Time (AEDT)**

This event will be held simultaneously in person and online.

In person venue: **Black Box Theatre, Science Gallery Melbourne, 114 Grattan St, Parkville VIC 3052**

Online: **via Zoom**

After the AGM, a light lunch will be served. I would also like to take this opportunity to invite you to our member event, **Conversation #1: Unity and Diversity**, which will be held from 12:30 pm – 2:30pm.

To register your attendance, in person or online, visit vmiac-agm-2022.eventbrite.com.au.

The attached documents will be relevant to the AGM:

- Agenda
- Minutes from the previous Annual General Meeting
- Proxy Form (in Word and PDF)

The Annual Financial Report, Committee Report and Auditor's Report for financial year ending 30 June 2022 will be available for download on the VMIAC website on the date of the AGM. Print copies will also be available at the AGM venue.

Business of AGM

- **Minutes**

To confirm the minutes of the previous annual general meeting and of any special general meeting held since then.

- **Reports**

To receive and consider the Annual Report of the Committee on VMIAC activities and VMIAC financial statements for the financial year ending 30 June 2022, in accordance with Part 7 of the Associations Incorporation Reform Act 2012.

- **Election of Members of the Committee**

To elect the members of the Committee and declare election results.

- **Confirmation of Annual Subscription and Joining Fee**

To confirm or vary the amounts (if any) of the annual subscription and joining fee. Please note that there is currently no fee, there are no changes proposed to be made to that and that this item is a formality at the AGM.

Representatives and Proxies

A member may appoint another member as her/their/his proxy to vote and speak on her/their/his behalf at the Annual General Meeting in accordance with Section 33 of the VMIAC Rules.

To appoint a proxy, please complete the online proxy nomination form at form.jotform.com/vmiac/agm-2022-proxy. If you prefer, you may also complete and return the attached proxy nomination form (provided in Word and PDF) to Tom Wood, Secretary of VMIAC (secretary@vmiac.org.au). Forms submitted electronically or by post must be received no later than 10am AEDT Wednesday 23 November 2022.

Nominations to the VMIAC Committee of Management

An election of members of the Committee of Management will be held at the AGM. Overall, 6 Committee positions will be up for election, including:

- Ordinary members
- Deputy Chair
- Secretary

Nominee Statements

Nominee statements will be available on the VMIAC website on the date of the AGM.

Election Process

Voting will take place during the AGM.

Members who have registered to attend the event online will receive an electronic Mentimeter voting link during the AGM.

Members who have registered to attend the event in person may choose to vote electronically via a Mentimeter QR code, or by completing a ballot paper provided at the meeting venue.

Appointed proxies are required to complete a ballot paper for each member they represent. Proxy voting cannot be done electronically, as Mentimeter allows for only one vote per device.

Questions

Should you have any queries please do not hesitate to contact VMIAC at reception@vmiac.org.au or call us on (03) 9380 3900.

Warm regards,

A handwritten signature in black ink that reads "Tom Wood". The signature is fluid and cursive, with a large loop at the end.

Tom Wood
Secretary
Victorian Mental Illness Awareness Council