

Siena College Alumnae Association

Annual General Meeting 2023



Notice is hereby given by the Siena College Alumnae Association that the Annual General Meeting (AGM) of Siena College Alumnae Association will be held on **Monday, 23 October 2023 at 6.00pm** held in the Board Room, Heritage center and via Zoom link below.

Join Zoom Meeting - <https://siena-vic-edu-au.zoom.us/j/83575646054?>

AGENDA

1. Acknowledgment and Prayer : Imma Boubouras and Tracey Grobbelaar
2. Opening Welcome: Elizabeth Hanney
3. Attendance/apologies
4. President's Report
5. Finance Report
6. Acknowledgment of retiring Alumnae Association members and outgoing Alumnae Association Committee
7. Registration of Siena College Alumnae Association members
8. Election of incoming Siena College Alumnae Association Committee

No other business will be considered

PROCEEDINGS

1. Tony Grant shall chair the AGM. After presentation of all reports by the outgoing Committee, Chair shall declare vacant all Committee positions.
2. Election of the incoming Committee shall be conducted as follows:
 - a. Tony Grant shall call for nominations of candidates for President/Co Presidents, Vice-President, Secretary, and a minimum of six (6) ordinary committee members (in that order). Nominations must be made by and seconded by members present at the AGM. Nominated candidates must be present at the AGM and must assent to nomination.
 - b. Each member present at the AGM shall have one vote. Voting shall be by a simple show of hands. In case of multiple nominations for a Committee position, voting shall be by ballot. Nominations shall be determined by simple majority of votes of members present.
 - c. Details of all nominations of candidates, the voting counts and the results of election of all Committee positions shall be recorded in the AGM minutes.
3. The incoming Committee shall commence management of the Siena College Alumnae Association upon conclusion of the AGM.

Siena College Alumnae Association

Nomination Form 2023-2024



The following positions of Office Bearers and Committee Members become vacant at this meeting and an election will be held to appoint persons to the following positions:

- President/Co Presidents
- Vice President
- Treasurer
- Secretary

I,
of

do hereby nominate for the position of: (please tick position below)

President/Co Presidents

Ordinary Member

Vice President

Secretary

Signed:

Date:

Nominated by:

Signed:

Date:

Seconded by:

Signed:

Date:

Siena College Alumnae Association

Proxy Form AGM 2023



APPOINTMENT OF PROXY

I, _____ (member's name),

of _____ (member's address),

being a financial member of the Siena College Alumnae Association hereby appoint

_____ (proxy's name),

of _____ (proxy's address),

or in their absence, the Meeting Chairperson, to be my proxy at the Annual General Meeting of

the Alumnae Association to be held on Monday 23 October 2023 at Siena College and to vote on my behalf: _____ (member's signature)

Please send completed proxy forms to the **Alumnae Coordinator** by 12.00 pm on Monday 16 October 2023.

Email - alumnae@siena.vic.edu.au

Post - Alumnae Coordinator, Siena College, 815 Riversdale Rd Camberwell 3124

In person - drop into reception