

*Appendix 3*

**WYNDHAM COMMUNITY AND EDUCATION CENTRE INC**

**ABN 19 380 206 291**

**(‘Association’)**

**NOTICE OF GENERAL MEETING**

NOTICE IS HEREBY GIVEN that a GENERAL MEETING of the Association will be held at 20 Synnot Street, Werribee on 31<sup>st</sup> May 2024 at 2pm.

**BUSINESS**

1. To confirm the minutes of the previous Annual General Meeting.
2. To receive and adopt the financial statements of the Association for the year ended 31 December 2023, together with the reports of the auditor therein.
3. To elect Officers of the Association for a period of one year from 31<sup>st</sup> May 2024.
4. To appoint an auditor for the period 1<sup>st</sup> January 2024 until 31<sup>st</sup> December 2024.
5. To transact any business that may lawfully be brought forward.

**Notes**

Under the Associations Incorporation Reform Act 2012 (Vic) and the Association’s current Rules:

1. At least 75% of the votes cast at the meeting must be cast in favour of the above motion to pass the resolution (if required).
2. At least 21 days’ notice of the meeting and the intention to put the motion to vote at the meeting must have been given to all Members of the Association.
3. Proxy voting is not permitted.
4. A Member votes at the meeting if they vote in person or by technology.

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Margaret Mahony  
Secretary  
Wyndham Community and Education Centre Inc

Dated this 10<sup>th</sup> of May 2024.