



Notice of Annual General Meeting (AGM)

The Zephyr Street Performing Arts Community Theatre Inc. AGM will be held

on Tuesday 22nd March 2022 from 7pm

at Z-PAC Theatre, 15 Zephyr Street, Scarness

or via Teams (more details on this will go out later)

AGM Agenda

1. President's welcome
2. Presentation of annual reports
 - a. President's report (inc. financials)
 - b. Secretary's report
 - c. Artistic Director's report
 - d. Drama Tutor's report
3. Nominations for Life Membership
4. Election of 2022/2023 Management Committee
5. Appointment of auditor
6. New President's address
7. Questions from the Floor

All members are invited to join the newly elected committee for drinks afterwards in the theatre foyer.



Please note the following:-

1. Nominations for Management Committee (close 5pm Tuesday 8th March 2022)

- At the Annual General Meeting, all the members of the committee shall retire from office but shall be eligible upon nomination for re-election.
- Any two members of the association shall be at liberty to nominate any other member to serve on the management committee.
- Nominations for the committee positions are to be received by the secretary in writing at least 14 days prior to the Annual General Meeting (by 5pm on 8th March 2022). A valid nomination must be signed by the member, the member's nominator and seconder.
- To be eligible to vote members must be financial by CoB Tuesday 22nd March 2022.
- If a written nomination is not received for any position, then nominations will be taken from the floor for that position.

2. To be eligible to serve on the Committee you must:

- Be over 18 years of age and be a financial member of the Association.
- Agree to abide by all the policies of the Association.
- Agree to make the club a priority by attending meetings and responding to other committee members.

3. Voting:

- Voting may take place at the Annual General Meeting.
- For Committee positions, where more than one nomination is received, voting will be by secret ballot.
- You must be a financial member of the Association to vote or to nominate any office holder.
- If voting is required more details on how to vote through Teams will be made available to members unable to attend the AGM.

4. Further Details:

- Your commitment as a Committee member will include attendance at monthly Management Committee meetings during the year.
- As a Director of the Association you will be subject to the Australian Corporations Law, the Incorporated Associations Act of Queensland, the ARMA Committee Code of Conduct and Governance Charter.



2022/23 Committee Member Nomination Form

Duly completed nomination forms must be received by the Secretary Shane King no later than **5pm March 8th 2022**. Nominations will be accepted as below:-

- Scanned with signatures and emailed to the secretary at secretary@zpactheatre.com.au by due date, or
- Posted to Z-PAC Theatre, PO Box 120, Hervey Bay 4655 (NB they must be received by the due date so allow plenty of time)

I wish to nominate for the position of:

- President
- Vice President
- Treasurer
- Secretary
- Artistic Director
- Promotions Co-ordinator
- Technical Director

My Details Are:

Name:	
Nominee (signature)	
Nominated By: (Name)	
Nominated By (Signature)	
Seconded By (Name)	
Seconded By (Signature)	

Dated this _____ day of March 2022