**NOTICE OF ANNUAL GENERAL MEETING**

NOTICE is hereby given that the Annual General Meeting of the Melbourne Forum will be held on **Wednesday 16** **November at 5:30pm** sharp at **The Kelvin Club, Melbourne Lane, Melbourne.**

**AGENDA**

1. Apologies.
2. Proxies.
3. To receive, consider and adopt the Directors’ Report (to be presented by the Melbourne Forum Chair, Ian Dunn AM). The report will be available on the Melbourne Forum website after the event.
4. To receive, consider and adopt the Annual accounts statement (prepared by the 2021/2022 Melbourne Forum Treasurer, Mr Justin Bokor).
5. Election of Directors.
6. General business as permitted by the Rules.

Andrew Stops

Secretary, Melbourne Forum

Please complete the form below to signify your acknowledgement of receipt of this notice and to advise your attendance at the meeting

**REPLY** (RSVP may be emailed to lyndall@melbourneforum.org.au )

I accept / decline the invitation to attend the AGM of the Melbourne Forum to be held in person on Wednesday 16 November 2022 5:30pm sharp at The Kelvin Club, Melbourne Lane, Melbourne.

Member name: ……………………………

Date: ……………………………

**PROXY FORM FOR ANNUAL GENERAL MEETING**

The Annual General Meeting of the Melbourne Forum to be held on **Wednesday 16 November at 5:30pm** sharp at The Kelvin Club, Melbourne Lane, Melbourne.

|  |  |
| --- | --- |
|  Members Name | I,……………………………………………………………. |
|  | Being a financial member of the Melbourne Forum |
|  | Hereby appoint the following Melbourne Forum member |
|  Nominee | ………………………………………………………………………. |
|  | Or failing him/her, the Chairman of the Meeting as my proxy to vote for me and on my behalf at the Annual General Meeting of the Melbourne Forum to be held in Melbourne on Wednesday 16 November 2022 at 5:30pm sharp and at any adjournment thereof. |
| Electronic Signature  | ……………………………………………………………………………. |
| And date | ……………………………………………………………………………. |

Should you wish to direct your proxy how to vote, please indicate in the appropriate box otherwise your proxy may vote as he/she thinks fit, or abstain from voting

|  |  |  |
| --- | --- | --- |
|  | For Against | **Against** |
| (1) To receive the Directors’ Report |   |   |
| (2) To receive and adopt the Financial report  |   |   |
| (3) Election of Board members |   |   |
|  |   |   |

 Please email your proxy to lyndall@melbourneforum.org.au

NOTE

1. To be valid, this proxy form must have been be received by email to lyndall@melbourneforum.org.au at least 48 hours before the Annual General Meeting.
2. A financial member entitled to vote at this meeting may appoint as a proxy, any other financial member of the Melbourne Forum. A proxy form on which a name is not put in this space will be deemed to have appointed the Chairman of the meeting as proxy.

Andrew Stops

Secretary, Melbourne Forum