



Notice of Annual General Meeting of TCFQ

Dear Member

This notice is to advise you of the Annual General Meeting of members of The Compassionate Friends Queensland. The details of the meeting are

Date	Monday 25 th September 2023
Time	6:30pm
Physical Attendance	Shop 4/970 Logan Road, Holland Park West, QLD 4121
Remote Attendance	Please register to attend remotely using this link: https://www.compassionatefriendsqld.org.au/register-agm After registering, you will receive a confirmation email
Other Forms	<ul style="list-style-type: none">• Appoint a proxy https://www.compassionatefriendsqld.org.au/appoint-proxy• Nominate for a position on the Board https://www.compassionatefriendsqld.org.au/nominate-board

At the meeting, members will have the opportunity to:

- find out and ask questions about TCFQ's operations and finances for the past year
- speak about any items on the agenda
- vote on any resolutions proposed.

At the meeting, members will be asked to vote to:

- accept the minutes of the last annual general meeting
- accept the annual report
- accept the treasurers report
- accept the statement from an auditor or person authorised to verify the financials of TCFQ
- elect the Board of Management for the following year

Warm Regards

Jen Reading
Secretary, TCFQ



AGENDA

1. President opens meeting; quorum established
2. Present and Apologies
3. Declaration of Proxy Forms
4. Table and vote to accept Minutes of the Annual General Meeting held 26th September 2022
5. Table and vote to accept President's Report
6. Table and vote to accept Treasurer's Report
7. Table and vote to accept the verification statement for TCFQ Financials
8. Election of Board of Management
 - i. President
 - ii. Vice President
 - iii. Secretary
 - iv. Treasurer
 - v. Up to 3 General Board Member positions
9. Close of AGM