



Gold Coast Writers' Association Inc.

PO Box 441, Pacific Fair QLD 4218

www.goldcoastwriters.org

gcwa.executivesecretary@gmail.com

Notice of Annual General Meeting

To be held from 12:00 pm on Saturday 17 October 2020

Burleigh Waters Community Centre

Agenda of the Gold Coast Writers' Association Inc. Annual General Meeting

1. Opening of the Annual General Meeting.
2. Elect members of the Committee.

Current positions available for the 2020 period:

- President
 - Vice President
 - Secretary
 - Treasurer
 - Newsletter Editor
 - Online Media Manager
3. Consider any other relevant business.



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GCWA AGM Nomination Form: 2020

This nomination form is a declaration to nominate a member to be on the Gold Coast Writers' Association (GCWA) Management Committee, in an office-bearing role or in a support role.

The Gold Coast Writers' Association has the positions of President, Vice-President, Secretary, Treasurer, Membership Secretary, Newsletter Editor, and four general committee positions making up the committee.

Nominations are required to be submitted to the Secretary on or before **Friday 16 October 2020**.

Please mail to **PO Box 441, Pacific Fair QLD 4218**

OR complete this form on screen and email to gcwa.executivesecretary@gmail.com.

Nomination forms must be signed by two voting members (i.e. current financial members) of the Gold Coast Writers' Association and signed by the nominee. If you are unable to obtain the signature of two members, the Committee has the discretion to appoint one of its members as the second signatory. (Your membership number is on your membership receipt or ask the Membership Secretary, Jackie Moore).

NOMINATION

To be completed by nominators	
Your name and membership number	Your signature
1.	1.
2.	2.

We nominate

Name of person you are nominating (nominee)	Nominee's signature to indicate they accept the nomination

for the position of (position name)

ACCEPTANCE OF PERSON BEING NOMINATED

If appointed, I agree to carry out the duties of this position.

..... Nominee's membership no.
(Please sign and print your name)

..... (Date received by Secretary – Office use only)



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GCWA Proxy Voting Form

I [insert name of appointer]

of [insert address of appointer]

Membership no. [insert membership number of appointer]

appoint [insert name of proxy]

Membership no. [insert membership number of appointee]

as my proxy to vote on my behalf at the Annual General Meeting of the Gold Coast Writers' Association to be held on 17 October 2020.

Signed this..... day of2020.

Name[printed].

As an alternative to providing signatures, you may complete this form onscreen and email to

gcwa.executivesecretary@gmail.com

Proxies must be received before the start of the meeting.

..... (Date received by Secretary – *Office use only*)