



International Association of Facilitators Australia Chapter - AGM

Notice of Annual General Meeting (AGM) is hereby given that the Annual General Meeting of the members of the International Association of Facilitators Australia Chapter Incorporated will be held on Monday 23 October 2023 via Zoom. The meeting commencement times are detailed below:

2:00 pm Perth

3:30 pm Darwin

4:00 pm Brisbane

4:30 pm Adelaide

5:00 pm Canberra, Sydney, Melbourne

7:00 pm New Zealand

You can register in advance for this meeting using the link below:

https://us02web.zoom.us/meeting/register/tZ0tcOCqjsqEtc66be6z_U-Vr8XxuW5eJqU

After registering, you will receive a confirmation email containing information about joining the meeting.

The meeting will:

- commence with a facilitated session based on the outcomes from the IAF Panel Discussion held on 14 September which addressed 'The five tips you would give to a new facilitator'.
- then move into the 'ordinary business' of the meeting will be:
 1. Welcome and apologies – Australia / NZ Brad Rilatt, Director IAF Oceania Region
 2. 'Five tips for New Facilitators' discussion – Stephen Berkeley & Graham Miller
 3. Confirm the minutes of the previous Annual General Meeting
 4. Committee reports on the activities of the Association for the preceding financial year: Chair's report; Treasurer's report
 5. Receive and consider the financial statements submitted by the Association to members in accordance with section 100(1) of the Associations Incorporation Reform Act 2012 (Vic).
 6. Elect officers of the Association and the Ordinary Members of the Committee.
 7. Incoming Chair's speech.
- and will conclude with 'special business' of the meeting under Item 8 (other business) to consider any other business.
- 8. Other Business.

Proxies. A member entitled to attend and vote at the meeting (i.e. a current IAF member) may appoint another member of the Association to attend and vote as their proxy. To appoint a proxy,

complete and return the proxy form at **least 24 hours** before the commencement of the meeting.

Kind regards,

Graham Miller, Secretary

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IAF Australia Chapter Incorporated | Registration No. A0060217B

18 September 2023