

**KALPARRIN EARLY CHILDHOOD INTERVENTION PROGRAM INC.
NOTICE OF 2017 ANNUAL GENERAL MEETING**

***Notice is hereby given that the Annual General Meeting of
Kalparrin Early Childhood Intervention Program Inc
is to be held on Wednesday 11th October 2016 at 7.00pm finishing at 8.00pm
at 'Kalparrin' - 1 Kalparrin Avenue Greensborough Victoria.
LIGHT REFRESHMENTS AND BEVERAGES WILL BE SERVED FOLLOWING THE MEETING***

All members and friends of Kalparrin are invited to attend.
Please note that only members of Kalparrin (parents and carers of children supported by Kalparrin and committee members of Kalparrin and other approved persons) have voting rights at the AGM.

The primary business matters to be conducted at this AGM will be :-

- 1. To vote on the Notice of a Special Resolution**
- 2. To receive the Annual Report and Audited Financial Report**
- 3. To appoint members to the Board of Kalparrin**
- 4. To appoint Auditors for the 2017/18 Financial Year**

as follows:-

1. Registration of members in attendance
2. Declaration of quorum according to Kalparrin's Constitution
3. Distribution of documents (agenda, reports, minutes of last AGM, etc)
4. Welcome and introductions by the President of the Board of Management
5. Review and Acceptance of minutes from previous AGM (2016)
6. Voting on the Notice of a Special Resolution
7. Receipt of 2016/2017 Annual Report
8. Annual Report overview by the President
9. Annual Report overview by the CEO
10. Receipt of 2016/17 Audited Financial Reports
11. Audited Financial Reports overview by the Treasurer
12. Questions to the Annual Report and Audited Financial Reports
13. Acceptance of the Annual Report and Audited Financial Reports
14. Appointment of an AGM Chairperson
15. Election of Board Member positions
16. Appointment of auditors for the 2017/18 Financial Year
17. Business Arising
18. Closure of meeting

In accordance with the Constitution a quorum (11 members present) shall be required for the AGM to proceed.
Proxy Votes are required to be received by the Secretary at least 24 hrs before the conduct of the meeting.