

# WestCASA

10 October 2019

You are invited to join WestCASA on Tuesday 19<sup>th</sup> November 2019 for our 31<sup>st</sup> Annual General Meeting at the Wyndham MDC, 236 Hoppers Lane Werribee, 3030.

## Notice of Board of Governance Election

We are seeking nominations from our membership for election to the Board of Governance. Nomination papers are available from WestCASA and must be lodged with the Returning Officer at 236 Hoppers Lane Werribee 3030 no later than 4pm Friday 1st November 2019.

If you are interested in joining the Board, please contact Robyn McIvor, our Chief Executive Officer, on 9216 0444. Please note that you can apply to join our Board throughout the year as well.

## Notice of 31st Annual General Meeting

Our Annual General Meeting is to be conducted prior to general business at the Board of Governance meeting and will be held at 6.30pm on Tuesday 19th November 2019. The Annual Report will be made available at the Annual General Meeting.

### PRELIMINARY AGENDA

Welcome – Jacqui Morse (Chair)

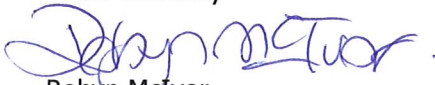
1. Present and Apologies
2. Minutes of previous AGM held 16<sup>th</sup> October 2018
3. Presentation of Annual Report 2018-2019
  - 4.1 Chairperson's Report – Jacqui Morse
  - 4.2 Chief Executive Officer's Report – Robyn McIvor
  - 4.3 Audited Financial Report – Jenny Elliott
  - 4.4 Nomination of Auditor for next year
4. Nominations and Election of Board of Governance
5. Any Other Business
6. Close

If a member wishes to add any special business to the agenda, this must reach WestCASA no later than 4pm Friday 1st November 2019.

A WestCASA member may appoint another member as his or her proxy to vote and speak on his or her behalf. The member appointing the proxy may give specific directions as to how the proxy is to vote on his or her behalf, otherwise the proxy may vote on behalf of the member in any matter as he or she sees fit. If you wish to appoint a proxy to attend and/or vote on your behalf, the appointment must be in writing and signed by you as the member making the appointment. Please ensure the signed notice reaches WestCASA no later than 4pm Friday 1st November 2019.

Finger food will be provided at 6pm for early arrivals. **Please RSVP your attendance by 5pm Friday 1st November 2019.** We thank you and appreciate your support.

Yours sincerely

  
Robyn McIvor  
Chief Executive Officer



Western Region Centre Against Sexual Assault, Wyndham MDC, 236 Hoppers Lane, Werribee, Melbourne. Victoria 3030

• Counselling 03 9216 0444 • Administration 03 9216 0411

www.westcasa.org.au • info@westcasa.org.au • Fax 03 9216 0440 • ABN 29 351 352 921