NOTICE IS HEREBY GIVEN that the 4th Annual General Meeting of the

Australian Institute of TechnicalChefs Inc.

Will be held will be held on Monday October 28th 2019 at, Victoria University, Room T260, Nicholson Street Campus, Footscray (please see map for location and parking)

and via Zoom, commencing at 6pm.

**Annual General Meeting Agenda 2019**

1. Welcome
2. Present
3. Apologies
4. Proxies
5. Confirmation of minutes of the previous AGM
6. Business arising from the previous minutes
7. Treasurer’s Report
8. President’s Report
9. Portfolio Reports:
   * Registrar
   * Branding
   * Marketing
   * Education liaison
   * Industry Liaison
10. Election of Council members for the following Council positions:

* Treasurer
* Secretary
* Registrar
* GM Branding
* GM Marketing
* GM Education & Curriculum
* GM Professional Development
* State & Territory Representatives

1. Member’s Subscription Rates
2. Any special business of which notice has been given in accordance with the Rules.
3. Items for next year’s AGM agenda
4. Close

**Only current financial members are permitted to participate and vote at the AGM**

Please contact Robert on 0419 524 320 or [secretary@technicalchef.com](mailto:secretary@technicalchef.com) for more details.

**The AITC AGM will again “go live” giving all members the opportunity to attend, wherever you are.**

Hi AITC Chefs, Please note the scheduled AITC AGM meeting on Zoom

To attend the meeting click this link: [**https://zoom.us/j/451332454**](https://zoom.us/j/451332454)

We request all members to either officially register their intention to attend the AITC 2019 AGM, (either in person) or via the net broadcast, **or please give their apologies.**

You do not have to have a Zoom account to attend a AITC Zoom meeting.

**AITC Annual General Meeting**

**When:** Monday, October 28, 2019

Time: STARTS 6:00 PM Canberra, Melbourne, Sydney

Join Zoom Meeting CLICK HERE   
<https://zoom.us/j/686070431>

Meeting ID: 686 070 431

If any issue please telephone 0405 198 140

We have scheduled the AGM to run for about 1 hour (from 6 PM) followed by a 2 hour Council meeting (that you are also invited to attend). Will be very excited for other members across Australia to be able to view and talk to colleagues and get to know each other.

We advise the meeting is best seen on a desktop or a laptop.

We request that as this is members only meeting the link below is kept confidential

At 5.50 to 6 PM click the link below to Join from PC, Mac, Linux, iOS or Android: [**https://zoom.us/j/451332454**](https://zoom.us/j/451332454)

George Hill – AITC Communications General Manager

Robert Ford - AITC Secretary

**Attendance form & Appointment of proxy form**

I, ……………………………………………………………………………………………………………

*(Insert MEMBER’S name)*

of………………………………………………………………………………………………………

*(Insert MEMBER’S address)*

being a member of the AITC Inc. Ass

|  |  |  |  |
| --- | --- | --- | --- |
|  | will be attending the 2019 AGM |  | will not be attending the 2019 AGM |

Please tick as appropriate

**APPOINTMENT OF PROXY**

I, ……………………………………………………………………………………………………………

*(Insert MEMBER’S name)*

of………………………………………………………………………………………………………

*(Insert MEMBER’S address)*

being a member of the Australian Institute of Technical Chefs Incorporated Association

APPOINT

……………………………………………………………………………………………………………

*(Insert PROXY’S name)*

being a member of that Incorporated Association, as my proxy to vote on my behalf at the AGM of the Association convened under rule 34, to be held on Monday October 28th 2019.

and at any adjournment of that meeting.

I authorise my proxy to vote on my behalf at their discretion in respect of any resolutions:

**Signature**:……………………………………………… **Date**:…………………………………

(of Member appointing Proxy)

**Completed forms can be returned by mail to PO Box355, Seddon West, Victoria 3011, or scanned and emailed back to secretary at** [secretary@technicalchef.com](mailto:secretary@technicalchef.com) **no later than 24 hours before the time of the meeting.**

Each member is entitled to appoint another member as a proxy by notice

forwarded to the secretary no later than 24 hours before the time of the meeting.

**Committee Nomination Form**

Nomination Form for the election of Office Bearers/Committee 2019- 2021

Election of the following Committee positions

|  |  |  |
| --- | --- | --- |
| Committee positions: | |  |
| * Treasurer * Secretary * Registrar * GM Branding * GM Marketing * GM Education & Curriculum * GM Professional Development * State & Territory Representatives | |  |
| Name of Nominee (print name) |  | |
| Signature of Nominee |  | |
|  |  | |
| Proposed by (print name) |  | |
| Signature |  | |
|  |  | |
| Seconded by (print name) |  | |
| Signature |  | |

|  |  |
| --- | --- |
|  |  |

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