

11 October 2019

Notice of the Annual General Meeting of Hunter Homeless Connect Inc

Dear ,

This notice is to advise you of the upcoming Annual General Meeting (AGM) of the members of Hunter Homeless Connect Inc. The details of this meeting are as follows:

Date:	Wednesday 4 December 2019
Time:	6:00pm
Place:	Path 2 Change – 11 Charles Street Wallsend NSW

Please find enclosed with this Notice of AGM:

- Agenda for the AGM
- Proxy nomination form
- Membership renewal form and instructions for paying your membership fee
- Minutes of the Annual General Meeting 21 November 2018 and Special General Meeting 5 June 2019.

NOMINATION OF COMMITTEE MEMBERS

In accordance with the Constitution, nominations of Ordinary Committee Members and Office-Bearers will occur at the Annual General Meeting each year. We are currently seeking applications from individuals to fill several vacancies and hope to elect a full Committee at the AGM. If you are interested in nominating to join Hunter Homeless Connect Inc Management Committee please contact Emma Granger (details over page) for an information pack.

PROXY

If you are unable to attend the AGM and would like to nominate a proxy, please complete and return the attached form via email to secretary@hunterhomelessconnect.org.au by no later than 5pm Friday 29 November 2019.

MEMBERSHIP

At the Special General Meeting of Hunter Homeless Connect Inc held on 5 June 2019, the Members voted to adopt the associations new Constitution. It has since been approved by Fair Trading and is now published as our current Constitution with the Australian Charities and Not-For-Profits Commission.

Under the new Constitution, Members are required to pay a yearly membership fee of \$20 before 1 July each calendar year. Membership fees are therefore now due for the 12 months to 30 June 2020. Instructions on how to make payment are enclosed.

We would also like to take this opportunity to update our Members Register with the current contact details of our Members, so have included a membership renewal form for completion.

Your membership will expire in accordance with the Constitution should your membership fee remain unpaid.

We thank you for your ongoing support of Hunter Homeless Connect Inc. and look forward to welcoming you to the AGM. If you have any questions or would like more information about committee member nominations please feel free to contact our Vice Chairperson Emma Granger on 0488 399 931, or vicechair@hunterhomelessconnect.org.au.

Regards,



Alyson Segrott
Secretary

Hunter Homeless Connect Inc

Annual General Meeting 2019

AGENDA

Date:	Wednesday 4 December 2019
Time:	6:00pm
Place:	Path 2 Change – 11 Charles Street Wallsend NSW

Item	Description	Responsible
1	Welcome and introductions. Acknowledgement of Country	Chairperson
2	Apologies and proxy nominations	Secretary
3	Confirmation of the Minutes of: <ul style="list-style-type: none"> - Annual General Meeting 21 November 2018 - Special General Meeting 5 June 2019 	Chairperson
4	Receive the Chairpersons report	Chairperson
5	Receive and consider the Financial Statements for Financial Year ended 30 June 2019	Treasurer
6	Election of Office-Bearers and Ordinary Committee Members	Chairperson
7	Meeting close	Chairperson

APPOINTMENT OF PROXY – AGM 2019

I, _____
Full name of member

of _____
Address

Being a member of hunter Homeless Connect Inc

APPOINT

Full name of proxy

of _____
Address

As **MY PROXY**.

MY PROXY is authorised to vote on my behalf at the annual general meeting to be held on:

Wednesday 4 December 2019, 6:00pm at Path 2 Change, 11 Charles Street Wallsend NSW

MY PROXY is authorised to vote in the following way (tick only one of the following):

As they see fit For Against Abstain

If no box is ticked, you are taken to have given permission to your proxy to vote as they see fit.

Signature of member *Date*

Please return this form by email to secretary@hunterhomelessconnect.org.au by no later than 5pm Friday 29 November 2019.

MEMBERSHIP RENEWAL FORM

Please complete as much information as possible. If you provide an email address, you are taken to have consented to being contacted by email and will receive most correspondence by email in future (including notices of meetings).

Full name _____

Residential address _____
Postal address (if
different to above) _____

Home phone _____ Mobile phone _____

Email address _____

Occupation/Employer _____

I, _____
Full name of member

wish to renew my membership with Hunter Homeless Connect Inc. to 30 June 2020.
I confirm that I have provided updated contact details above and have paid my membership fee in accordance with the instructions below.

Signature of applicant *Date*

MEMBERSHIP FEES

Please transfer your membership fee as follows:

Amount: \$20
Account Name: Hunter Homeless Connect Inc
BSB: 325 185
Account Number: 03631629

Please use your full name as the description so your payment can be identified.

Please advise of payment of your membership fee and return your completed form to
secretary@hunterhomelessconnect.org.au.

Minutes

Annual General Meeting

Meeting	21Nov2018/Mtg1	Location	11 Charles St Wallsend
Date	Wednesday November 21, 2018	Facilitator	Sally Regan
Start time	6:00 pm	Minutes	Jen O'Sullivan
End time	7:00 pm		
Attendees	Sally Regan, Jenn O'Sullivan, Samantha Tama, Phil Sergeant, Camilla Nalder, Peter Di Girolamo, Emma Wood, Nikki Ridgeway, Alyson Segrott, Peta Winney-Baartz.		
Apologies	Rudi Vitasz, Michelle Faithful and Jo Dixon		

Item 1: Welcome and Acknowledgement of traditional owners of the land.

-Sally Regan acknowledged the custodians of the land upon which the meeting is held and paid respects to elders past, present and future.

Item 2: Apologies

-Apologies were received from Rudi Vitasz, Michelle Faithful and Jo Dixon.

Item 3: Accept Proxy votes.

-There were no proxies received.

Item 4: Minutes of previous Annual General Meeting (AGM) 2017 (attachement 1)

-The members moved that the minutes of the previous Annual General Meeting be accepted.

Moved: Jenn O'Sullivan.

Seconded: Emma Wood.

MOTION CARRIED.

Item 5: Presentation of Chairperson's report

-Sally Regan presented the Chairpersons report with a focus of a highly successful year. Active contributions received from all involved in the committee, working group and HHCD. Tasks have been completed to strengthen the organisation including developing a new mission/vision through strategic planning. Acknowledgement of Compass Housing contribution and Michelle Faithful's contribution. Excited about new program 'Connecting the Hunter' which will increase HHC presence in the community throughout the year. Committee have addressed constitution changes to reflect the current operations of the organisation. Thanks to the many donors and supporters including pro bono work for constitution and setting up the contract for the new program.

Item 6: Presentation of Financial report

-The members received the Audited financials for FY18. It was noted that there were more donations in FY18, and the organisation finished the year in a surplus position.

Item 7: Introduction of returning officer.

-Sally Regan was nominated as returning officer for the meeting.

Item 8: Election of Board members.

-The members accepted the resignation of Peter Di Girolamo as Public Officer and Committee Member, and Sally as Chair and Committee Member.

-The Members accepted the nominations for Management Committee Membership as follows: Jenn O'Sullivan; Emma Wood; Nikki Ridgeway; Alyson Segrott; Peta Winney-Baartz; Samantha Tama; Camilla Nalder; Jo Dixon & Rudi Vitasz.

-The Members accepted the nominations for office bearers as follows:

Jenn O'Sullivan nominated as Chairperson. Jenn accepted the nomination.

Alyson Segrott nominated as Secretary. Alyson accepted the nomination.

Emma Wood nominated as Vice Chairperson. Emma accepted the nomination.

Nikki Ridgeway nominated as Treasurer. Nikki accepted the nomination.

The Members appointed Nikki Ridgeway to be the public officer of Hunter Homeless connect Inc, effective immediately and until the end of the next AGM (or earlier resignation or termination in accordance with the Constitution).

Item 9: 1. Special Resolutions – changes to Constitution

-The members voted on the proposed special resolution to adopt amendments to the Constitution as set out in the notice of meeting and summary of amendments.

Moved by Emma Wood. Seconded by Alyson Segrott. None opposed.

RESOLUTION PASSED.

Item 10: Other Business

-EOI to be advertised again.

-Breakfast with Greg Budworth has been postponed until can be organised to present a gift for their support.

-Acknowledgement of Peters contribution to the committee and the working group and key organizing the volunteers. Picture of HHCD presented to Peter.

-Mrytec - expired - do not have ongoing commitment but have registered web address. We can look for other IT support. Samantha will enquire what needs to happen to release registration if required.

-MOU with Compass needs to be renewed. Alyson to follow up.

-Sally Regan has verbally given her resignation. Will give in writing to Alyson. Thanks to Sally for her enormous contribution to the committee over the past four years.

NOTE: A summary of tasks assigned in this meeting is on the next page.

New tasks assigned in this meeting (ordered by deadline)		
Description	Assigned to	Deadline
No tasks were assigned in this meeting.		

Minutes

Special Meeting

Meeting	Special General Meeting	Location	Path 2 Change 11 Charles Street Wallsend NSW
Date	Wednesday June 05, 2019	Facilitator	Jen O'Sullivan
Start time	6:00 pm	Minutes	Alyson Segrott
End time	6:15 pm		

Attendees	Jen O'Sullivan Emma Granger Alyson Segrott Peta Winney-Bartz Philip Moy
Apologies	Rudi Vitasz Nikki Ridgeway Jo Dixon Sally Regan

Item 1: Welcome and Introductions
The Chair welcomed the Members and opened the Special General Meeting. The Chair conducted an Acknowledgement of Country.

Item 2: Apologies and proxy nominations
The Secretary provided a list of apologies and noted the following proxy nominations received: Rudi Vitasz nominated Emma Granger as his proxy.

Item 3: Proposed Special Resolution
The Chair referred the members to the proposed special resolution set out in the notice of the special general meeting and declared that the special resolution would be decided by a show of hands. THE MEMBERS UNANIMOUSLY RESOLVED THAT the current Constitution of Hunter Homeless Connect Inc. be repealed, and the proposed new Constitution attached to the notice of the special general meeting, be adopted as the Constitution of Hunter Homeless Connect Inc.

Item 4: Meeting close

The Chair thanked the Members for their attendance and closed the meeting.

NOTE: A summary of tasks assigned in this meeting is on the next page.

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No tasks were assigned in this meeting.		