



Environment Institute of
Australia and New Zealand Inc.

NOTICE OF EIANZ 2016 ANNUAL GENERAL MEETING

In accordance with the Environment Institute of Australia and New Zealand Inc Rules of Association and the *Associations Incorporation Reform Act 2012* (Vic) ('the Act'), notice is given of the 2016 Annual General Meeting (AGM) of the Institute.

DATE: Friday 4 November 2016
TIME: 8:00am (AEST)
PLACE: Sofitel Brisbane Central
 249 Turbot Street, Brisbane, Queensland, 4000

Agenda

1	Welcome and confirmation of Agenda	Chair
2	Attendance and apologies	Chair
3	Confirmation of Minutes of previous AGM held 30 October, 2015	Chair
4	Annual Report on the activities of the Institute for the 2015/16 financial year	Chair
5	Presentation of the Institute's financial statements for the 2015/16 financial year	Treasurer
6	Questions and Answer	All

Important information

Proxies

- Eligible members can appoint another voting member as their proxy to vote on any resolutions and speak on their behalf at the AGM
- The appointment of a proxy must be in writing using the attached AGM proxy form
- The form appointing a proxy must be given to the Chair of the meeting before or at the commencement of the meeting.
- A form sent by post or electronically to office@eianz.org is of no effect unless it is received by the Association no later than twenty-four (24) hours before the commencement of the meeting.