

## 2021 Meetings & Events Australia Annual General Meeting

Tuesday 23 November 2021

11.00am AEDT, via Zoom\*

### AGENDA

Item No.	Sub item	Item	Discussion Lead
<b>1</b>		<b>Opening</b>	
	1.1	Welcome and Introduction	Nigel Collin, Chair
	1.2	Apologies	Nigel Collin, Chair
	1.3	Proxies	Nigel Collin, Chair
<b>2</b>		<b>Minutes of last meeting</b>	
	2.1	Review of minutes of 2020 Annual General Meeting	Nigel Collin, Chair
	2.2	Acceptance of minutes of 2020 Annual General Meeting	Nigel Collin, Chair
<b>3</b>		<b>Reports</b>	
	3.1	Chairperson's report	Nigel Collin, Chair
	3.2	Treasurer's report	Michael Firman, Treasurer
	3.3	Acceptance of Annual Report and Financial Accounts	Nigel Collin, Chair
	3.4	Appointment of Auditors	Michael Firman, Treasurer
<b>4</b>		<b>2021 Board Director election</b>	
	4.1	Confirmation of vacating Directors	Nigel Collin, Chair
	4.2	Board Director ballot results	Beverley Williamson, Secretary
	4.3	Elected Director confirmation of appointment	Nigel Collin, Chair
<b>5</b>		<b>General business</b>	Nigel Collin, Chair
<b>6</b>		<b>Next meeting:</b> TBC date, November 2022	Nigel Collin, Chair
<b>7</b>		<b>Meeting Close</b>	Nigel Collin, Chair

\* <https://asic.gov.au/regulatory-resources/financial-reporting-and-audit/covid-19-implications-for-financial-reporting-and-audit-frequently-asked-questions-faqs/#q15>