

Ballarat East Neighbourhood House Incorporated

On Wadawurrung Country
Barkly Square, 25-39 Barkly Street, Ballarat East
ABN: 55 169 624 154
reception@ballarateastnh.org.au
0422 612 052



2025 ANNUAL GENERAL MEETING – AGENDA

Ballarat East Neighbourhood House Incorporated

10.00 am – 11.00 am: Friday 27 June 2025

to be held in Room 102 at the Ballarat East Neighbourhood House Office,
Ground Floor at Barkly Square, Ballarat East and online via Zoom

1. Acknowledgement of Country and Welcome to the AGM by the Acting Chairperson.
2. Confirmation of Members attending the meeting, Apologies and Proxy Forms.
3. Confirmation of Minutes of the 2024 AGM of the Ballarat East Neighbourhood House Incorporated.
4. Receive & consider the 2024 Manager's Report – Ms. Sarah Greenwood-Smith.
5. Receive & consider the 2024 Treasurer's Report – Ms. Jane Jens.
6. Receive & consider the 2024 Financial Report & Auditor Statement for the Ballarat East Neighbourhood House Incorporated (Audited by CountPro).
7. Consideration of requirement for auditing for 2025.
8. Acting Chairperson to declare all positions on the Committee vacant. Committee Members are elected for three-year terms.
9. Election of Committee of Management Office Bearers (Chairperson, Deputy Chairperson, Secretary & Treasurer) for 2025.
10. 2025 Chairperson to take over as Chairperson of the meeting.
11. Membership vote on the number, not exceeding eight, of ordinary Members of the Committee of Management (if any) for 2025.
12. Membership vote on appointment of Ordinary Members (if any) to the Committee of Management for 2025.
13. Confirm or vary the amount (if any) of the annual subscription and joining fee.
14. Set the date for the 2026 Ballarat East Neighbourhood House Incorporated AGM (before 31 May 2026).
15. Close of AGM.