

## NOTICE OF ANNUAL GENERAL MEETING

**NOTICE** is hereby given that the Annual General Meeting of the members of Queensland Stoma Association Inc. will take place as follows:

**Time:** 2pm  
**Date:** Saturday, 10 September 2022  
**Place:** Unit 1/10 Valente Close, CHERMSIDE QLD 4032

On arrival at the meeting, members are asked to register their attendance.

### Meeting Agenda

Item	Description
1	Welcome, attendees and apologies: 1.1 Opening of the meeting 1.2 Attendees 1.3 Apologies
2	Proxy appointments – <b>see explanatory note 1</b>
3	Minutes of the previous Annual General Meeting of members: 3.1 Confirm the minutes 3.2 Matters arising
4	Reports: 4.1 Chairpersons report 4.2 Annual Financial Statements and Auditors Report - <b>see explanatory note 2</b>
5	5.1 Thanks to Auditor and Internal Auditors 5.2 Appointment of the auditor for the next financial year
6	Set the annual subscription for 2023/2024 – <b>see explanatory note 3</b>
7	General Business: 7.1 The success of emergency support to QLD ostomates 7.2 Presentation to long serving volunteers (10 years +)
8	Any other business
9	Election of Directors – <b>see explanatory note 4</b>
10	Thanks and Meeting Close

## **Explanatory Notes**

### **1. Eligibility to Vote and Proxies**

Each member of the Association has one vote. An ordinary or honorary life member (but not an associate member) may appoint a proxy to attend the meeting and to vote at the meeting on their behalf by completing a proxy nomination and submitting it to the address stated in this notice at before the meeting. A proxy needs to be a member, or in the case of a member who is a minor, the member's parent or guardian. An appointment of proxy form can be obtained by contacting the Company Secretary on 07 3359 7570. An appointment of proxy form can also be downloaded from the QSA website at [qldstoma.asn/au/2022AGM](http://qldstoma.asn/au/2022AGM) and returned to:

The Secretary  
Queensland Stoma Association Inc. PO Box 370  
CHERMSIDE SOUTH QLD 4032

### **2. Annual Financial Statements and Reports**

The Annual Financial Statements and Auditor's Report for the Association for the year ended 30th June 2022 will be tabled before the meeting. There is no requirement for members to approve these reports. However, the Chair will allow a reasonable opportunity for members to ask questions.

### **3. 2023/2024 Queensland Stoma Association Ltd Annual Subscription**

The 2023/2024 Queensland Stoma Association Ltd Annual Subscription consists of the Stoma Appliance Scheme (SAS) Access Fee which is payable once per financial year for access to the SAS, and the Association Membership Fee which is for services provided that are not covered by the Stoma Appliance Scheme Access Fee. It is proposed that the SAS Access Fee for 2023/2024 be set at \$75 for full members and \$65 for members who present a Commonwealth issued concession card. It is also proposed that the Association Membership Fee for 2023/2024 be set at \$0.00.

### **4. Election of Office Bearers (Responsible Persons)**

At each AGM at least one third of Directors must retire in accordance with clause 39 of the QLD Stoma Association Ltd Constitution. The following directors will retire but have nominated for re-election:

- Geoffrey Melton
- Verda McMahon

Any full member of QSA may be nominated as a member of the Board. Nomination Forms and Instructions can be obtained by contacting the Company Secretary on 07 3359 7570. Instructions can also be found on the QSA website at [qldstoma.asn/au/2022AGM](http://qldstoma.asn/au/2022AGM)