

# TOORAK ROAD SOUTH YARRA

## TOORAK ROAD SOUTH YARRA BUSINESS ASSOCIATION INC Notice of the Annual General Meeting 2026

Dear Member,

Please note that in accordance with *Associations Incorporation Reform Act (2012)*, Vic an Annual General Meeting shall occur and notice is hereby provided to all members of the Toorak Road South Yarra Business Association Inc.

As stated in Section 15.5 of the Constitution

The ordinary business of the Annual General Meeting shall be –

- (a) To confirm the minutes of the previous Annual General Meeting and of any Special General Meeting held since that meeting; and
- (b) To receive from the Committee a report on the activities, decisions and financial performance of the Association during the preceding financial year.; and
- (c) To elect the Committee.

The details of the meeting are as follows:

|               |                                              |
|---------------|----------------------------------------------|
| <b>Date:</b>  | Tuesday November 10 <sup>th</sup> 2026       |
| <b>Time:</b>  | 6pm – 7.30pm                                 |
| <b>Place:</b> | The Ovolo Hotel 234 Toorak Road, South Yarra |

### RSVP:

By FRIDAY November 6<sup>th</sup> 2026 [contact@toorakroadsouthyarra.com.au](mailto:contact@toorakroadsouthyarra.com.au)

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### Agenda:

1. Opening and Welcome
2. Present and Apologies
3. Minutes of previous Annual General Meeting
4. Finance Report
5. Appointment of Auditor
6. President's Report
7. Election of Committee Members
8. Closure

### Proxies

A member entitled to attend and vote at the annual general meeting may appoint a person to attend and vote at the meeting as the member's proxy. Proxy Form attached.

### Enquiries

All enquiries should be directed to Secretary Bill Cook [contact@toorakroadsouthyarra.com.au](mailto:contact@toorakroadsouthyarra.com.au)

# Annual General Meeting Committee Nomination form

**Tuesday November 10<sup>th</sup> 2026 6.00pm– 6.30PM**

Any member over the age of 18 may nominate for the position of ordinary member of the Committee.  
All nominations of candidates for election to the position of ordinary member of the Committee must be –  
(a) Made in writing, signed by another member of the Association, and accompanied by the written consent of the candidate; and  
(b) Delivered to the Secretary of the Association not less than 7 days before the date fixed for the holding of the Annual General Meeting.  
(c) Nominations cannot be received by more than one delegate from a family or legal entity  
(d) Should multiple nominations from a family or legal entity occur the President shall draw lots (e.g. pull a number from a hat) to determine a valid nominee.

Full Name \_\_\_\_\_

Contact Phone \_\_\_\_\_

I ..... am nominating for the position of:

Committee member for Toorak Road South Yarra Business Association Inc

Nominated by ..... Signed ..... Date .....

Accepted by Nominee ..... Signed ..... Date .....

Please send your nomination via email to Secretary Bill Cook [contact@toorakroadsouthyarra.com.au](mailto:contact@toorakroadsouthyarra.com.au)

Nominations must be received by The Secretary not less than 7 days before the date fixed for the holding of the Annual General Meeting.

## Appointment of Proxy – Form

Each member is entitled to appoint another member as a proxy of the appointing member to attend and vote on behalf of the appointing member at any Annual General Meeting and Special General Meeting by written notice given to the Secretary no later than 72 hours before the time of the meeting in respect of which the proxy is appointed. No person can hold more than 2 proxies

### FORM FOR APPOINTMENT OF PROXY FOR MEETING OF ASSOCIATION CONVENED UNDER RULE 23.1

I, \_\_\_\_\_ **INSERT NAME**

Being a member of Toorak Road South Yarra Business Association Inc.

appoint

\_\_\_\_\_ **INSERT NAME**

being a member of that Incorporated Association, as my proxy to vote for me on my behalf at the general meeting of the Association convened under rule 23.1 to be held at The Ovolo Hotel 234 Toorak Road, South Yarra on Tuesday November 10<sup>th</sup> 2026

I authorise my proxy to vote on my behalf at their discretion in respect of any resolution

Signed

Date:    /    / 2026

Please send your proxy via email to Secretary Bill Cook [contact@toorakroadsouthyarra.com.au](mailto:contact@toorakroadsouthyarra.com.au)

Nomination of Proxy must be received by The Secretary no later than 72 hours before the time of the meeting in respect of which the proxy is appointed . No person can hold more than two proxies.