



NOTICE OF ANNUAL GENERAL MEETING

5.30 pm NZDT / 3.30 pm AEDT

Tuesday 7 November 2023

Hybrid (in person and Zoom)

Zoom link will be disseminated prior to the meeting

In person: EPSM, Plenary Room Dobson 2,3,4 at Te Pae Christchurch Convention Centre, 188 Oxford Terrace, Christchurch Central City

AGENDA

1. Attendees present
2. Apologies
3. Declaration of Proxies
4. Adoption of Minutes from AGM 2022
5. Reports (brief verbal reports):
 - (i) Mr Kevin Hickson, President
 - (ii) Mr Michael Bernardo, Treasurer
 - (iii) Journal Editor
 - (iv) Acknowledgement of outgoing CEO / Introduction of incoming CEO
6. Receipt and consideration of the annual financial reports, directors' report and auditor's report for the financial year ending 30 June 2023
7. Appointment of auditor
(StewartBrown was appointed ACPSEM Auditor at an EGM in March 2023)
8. Any other business of which prior notice has been given:
 - 8.1 Director election outcomes for the 2024 Board
 - 8.2 Membership Categories: Proposed Amendments to the ACPSEM Constitution (Clauses 7 and 8): refer Special Resolution at **Attachment 1**
9. Business without notice at Chairman's discretion.
10. Close



Notes:

The AGM will be a hybrid event; that is, conducted with members physically present and present via technology. The technology utilised will be Zoom, with the joining details disseminated prior to the meeting.

Appointment of proxies is allowed, subject to completion and submission of the attached proxy form.

The 2022 AGM Draft Minutes, ACPSEM Annual Report 22/23 and Audited Financial Statements 22/23 will be made available to members prior to the meeting via the ACPSEM web site.

Company Secretary
25 September 2023
secretary@acpsem.org.au



**AUSTRALASIAN COLLEGE OF PHYSICAL SCIENTISTS
AND ENGINEERS IN MEDICINE
ABN 44 005 379 162**

Company Secretary
ACPSEM
Suite 7.12, 247 Coward Street
Mascot, NSW 2020
Email: secretary@acpsem.org.au

PROXY FORM

I.....of.....

being a 'Voting Member'+ of the Australasian College of Physical Scientists and Engineers in Medicine hereby appoint *the Chairperson of the Meeting or * as my proxy to vote for me on my behalf at the Annual General Meeting of the College to be held on 7 November 2023.

My proxy is hereby authorised to vote for all motions as they see fit (subject to any further instructions below or if there are no instructions).

Signed..... this day of 2023.

* strike out which is not desired.

(To be valid, the proxy form must be received by the Company Secretary at the College's registered address or electronic address stated in this notice at least **48 hours** before the scheduled start of the meeting.)

+ "Voting Member" means an Ordinary Member, Associate Member, Fellow or Life Members who is currently financial.