

Notice of the 2023 Annual General Meeting

The 51st Annual General Meeting of the Australian Society for Microbiology will be held on Thursday 14th September 1pm AEST, via Zoom,
<https://us02web.zoom.us/j/88995302002?pwd=N1V3eFY1SXl4d3hjckhnVm1lcE5iUT09>

Meeting ID: 889 9530 2002
Passcode: 456459

Agenda

1. Welcome and Acknowledgement of Country
2. Apologies
3. Minutes of the 2022 AGM & EGM
 - i. Motion: *"That the Minutes of the 2022 Annual General Meeting (Agenda Item 3) be accepted."*
 - ii. Motion: *"That the Minutes of the 2022 Extraordinary General Meeting (Agenda Item 3) be accepted."*
4. Business Arising from the Minutes
5. Presentation of the Annual Report and Branch Reports by the President
6. Report from the Vice-President, Scientific Affairs for the National Scientific Advisory Committee
7. Report from the Vice-President, Communications
 - i. Motion: *That the reports (Agenda Items 5 to 7) be accepted."*
8. Presentation of the Financial Reports by the Vice-President, Corporate Affairs
 - i. Motion: *"That the Annual Accounts of the Society (Agenda Item 8) be accepted."*
9. Office Bearers for 2023/2024
10. Changes to the Constitution regarding payment of annual fees.
 - **Background** - Since membership fees are payable on or before 1st April each year, we are discouraging potential new members from applying later in the year (as they don't get full value of a 1-year membership). We are seeking approval to make the following change to the constitution to give us the flexibility to charge membership fees at any time of year –
 - **Current wording in constitution:**
 14. FEES AND ANNUAL SUBSCRIPTIONS
 - 14.1 All Members must pay the annual subscriptions determined as payable by the Council for their class of membership.
 - 14.2 Council may in its discretion determine administration fees payable by each class of members.
 - 14.3 All subscriptions are payable on or before 1 April each year.
 - **Suggested change to constitution:**
 - 14.1 All Members must pay an annual subscription determined as payable by the Council for their class of membership.
 - 14.2 (no change)
 - 14.3 All subscriptions are payable on an annual basis.
 - i. Motion: *"That the changes to the Constitution regarding payment of annual fees (Agenda Item 10) be accepted."*

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11. Determination of Annual Subscription Fees

i. Motion: *"That the proposed annual subscription fees be accepted."*

12. Appointment of the Auditor

i. Motion: *"That the auditor is reappointed."*

13. Closure of the Meeting

Other Matters for Discussion – Invite Questions from Members

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**2023 Annual General Meeting
Form of appointment of proxy**

I _____ of _____

Being a **Member/Fellow/Honorary Life Member/ Associate Member** of The Australian Society for Microbiology Incorporated, hereby appoint the presiding Chair, or _____ as my proxy to vote for me on Thursday 14th September 2023 at 1pm AEST via Zoom Meeting ID: 889 9530 2002 Passcode: 456459 and at any adjournment thereof.

Signed _____ This _____ day of _____ 2023

This form is to be used for each resolution as follows:

That the Minutes of the 2022 Annual General Meeting (Agenda Item 3) be accepted	For/Against/Abstain*
That the Minutes of the 2022 Extraordinary General Meeting (Agenda Item 3) be accepted	For/Against/Abstain*
That the reports (Agenda Items 5 to 7) be accepted	For/Against/Abstain*
That the Annual Accounts of the Society (Agenda Item 8) be accepted	For/Against/Abstain*
That the changes to the Constitution regarding payment of annual fees (Agenda Item 10) be accepted	For/Against/Abstain*
That the proposed annual subscription fees be accepted	For/Against/Abstain*
That the auditor is reappointed	For/Against/Abstain*

Notes: * strike out whichever is not desired

Clause 28.1 of the Constitution states:

*Each Voting Member is entitled to appoint another Voting Member as proxy by notice given to the Secretariat **no later than 24 hours before the time of the meeting** for which the proxy is appointed.*