

7 March 2022

(02) 6262 9333
craftact@craftact.org.au

Address.
Level 1, North Building,
180 London Circuit,
Canberra, ACT, 2601

Post.
PO Box 992,
Civic Square, ACT, 2608

Opening hours.
Tuesday-Friday: 10am-5pm
Saturday: 12-4pm

Dear Craft ACT Member

NOTICE: Annual General Meeting 6pm Tuesday 29 March 2022

I am writing to inform you that the Annual General Meeting of Craft ACT: Craft and Design Centre Incorporated will take place at Craft ACT, Level 1, North Building, 180 London Circuit, Canberra at 6pm on Tuesday 29 March 2022

All Craft ACT Members are invited to attend and meet with Craft ACT's Board and staff. At the conclusion of the AGM, a special members-only info session will be presented by Ngunawal Elder, Wally Bell who will give a Welcome to Country and talk to members about local Ngunawal culture.

All members and friends are invited to stay for refreshments.

The agenda for the meeting is as follows:

1. Welcome and apologies
2. Acceptance of Minutes of Annual General Meeting held on 30 March 2021.
3. President's Report 2021
4. CEO/Artistic Director Report 2021
5. Financial Report ending 31 December 2021, including Treasurer's Report and Auditor comments
6. Election of Management Committee
7. Other Business

All members wishing to vote at the AGM, including Accredited Professional and Associate Members are required to have current, up-to-date membership.

As per Section 70AA of the *Associations Incorporation Act 1991*, if an AGM is held during a COVID emergency, the committee of an incorporated association may authorise general meetings to be held via methods of communication other than in person. Currently, the Craft ACT AGM is planned to be held in person in line with the latest national and local health advice, however if current restrictions change the AGM may be presented virtually by Zoom and members will be notified by email and/or telephone.

If you have any questions, please do contact me by email ceo@craftact.org.au or phone 6262 9333.

Please RSVP or send apologies by **Friday 25 March 2022** to rachel.byron@craftact.org.au.

Yours sincerely
Jodie Cunningham
CEO + Artistic Director