

AGENDA | Craft ACT Annual General Meeting (AGM)

31 March 2020

To uphold the Government's physical distancing and other transmission reduction measures in response to coronavirus (COVID-19), Craft ACT will hold its AGM by video conference on 31 March 2020.

There will not be a physical AGM at Craft ACT – please do not visit our premises in person.

Zoom.us

- Meeting ID: 886-809-813
- Password: 091510

See our Q&A about how to participate in the virtual AGM [here](#).

Agenda

1. Welcome and apologies
 - a. Check quorum
 - b. Record apologies
 - c. Meeting etiquette
 - i. Microphone on mute unless speaking
 - ii. Announce name before speaking
 - iii. We will generate a report from Zoom of who participated to record attendees
 - iv. The AGM will be audio recorded to assist with minute taking
 - v. Use chat function to ask questions
2. Acceptance of Minutes of [Annual General Meeting](#) held on 31 March 2019.
3. [President's Report](#) 2019
4. [CEO/Artistic Director Report](#) 2019
5. [Financial Report](#) ending 31 December 2019
 - a. Treasurer's Report and Auditor comments
6. Election of 2020 Management Committee
7. Other Business
 - a. Thank retiring board members
 - b. Any other business