

**NOTICE OF ANNUAL GENERAL MEETING**  
**18 June 2018**  
**NSW Writers' Centre Inc.**  
**ABN 55 552 981 839**

**WHEN:** Monday 18 June 2018 at 6pm  
**WHERE:** Garry Owen House, Callan Park, Balmain Rd, Lilyfield

**BUSINESS:**

1. Minutes of Annual General Meeting held 19 June 2017
2. Acceptance of the 2017 Annual Report
3. Acceptance of the 2017 Financial Statements and Auditor's Report
4. Election of Directors

There are 2 vacancies available for the position of an Elected Director. Candidates for election are listed in alphabetical order below:

Kate Faherty  
Eleanor Limprecht

The NSW Writers' Centre Inc. now operates under the business name Writing NSW.

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**Joel Naoum**  
**Chair**  
23 May 2018

Please note:

- i. The membership register will close on Friday 15 June 2018 at 5 pm. Only those members whose membership fees have been paid by this deadline will be eligible to vote at the meeting.
- ii. The business papers and a proxy form for the AGM are available on the Writing NSW website [www.writingnsw.org.au](http://www.writingnsw.org.au) or on request by contacting the Writing NSW office on (02) 9555 9757 or via website contact form.

**The NSW Writers' Centre Inc  
ABN 55 552 981 839**

**MINUTES OF THE 25th ANNUAL GENERAL MEETING**

**Garry Owen House, Callan Park, Rozelle  
Monday 19 June 2017 at 6pm**

**PRESENT**

Jane McCredie, David Henley, Bruce McCabe, Jane Pochon, Alison Green, Sushma Segal, Joel Naoum, Eleanor Limprecht, Jeanne Kinninmont, Vivien Ronnebeck

**APOLOGIES**

Nil

**1. WELCOME**

The outgoing Chair, Vivien Ronnebeck, welcomed all members to the meeting and acknowledged the traditional owners of the land. She extended thanks to Jane McCredie, the staff of the Centre and the board for all their support during her tenure.

The Executive Director, Jane McCredie, extended thanks to the outgoing Chair, as well as to the Centre's staff, Board members, and the Centre's members, sponsors and funding bodies.

**2. 24th ANNUAL GENERAL MEETING MINUTES**

The Minutes of the 24th Annual General Meeting of Members of 20 June 2016, as circulated, were noted as having been recorded and signed in accordance with the Constitution and were accepted by unanimous vote.

**3. ADOPTION OF THE 2016 ANNUAL REPORT**

The 2016 Annual Report, comprising the Chair's Report, Executive Director's Report and Financial Statements and Auditor's Report, as circulated and tabled, were presented and accepted by unanimous vote.

**4. ACCEPTANCE OF 2016 FINANCIAL STATEMENTS AND AUDITOR'S REPORT**

The 2016 Financial Statements and Auditor's Report, as circulated and tabled, were presented. The Returning Officer, Jeanne Kinninmont, advised that no proxies had been received. The 2016 Financial Statements and Auditor's Report were accepted

by unanimous vote.

## **5. ELECTION OF DIRECTORS**

Two vacancies were announced as available for the position of Elected Director. The Returning Officer, Jeanne Kinninmont, advised that no proxies had been received for the proposed resolutions. The following candidates were proposed:

Joel Naoum (Elected Director & incoming Chair)  
Bruce McCabe (Elected Director)

The membership voted and both candidates were elected unanimously

## **6. PROPOSED AMENDMENTS TO THE CONSTITUTION**

The proposed constitutional amendments related to ROCO provisions and organisational memberships were put to the membership for approval and accepted unanimously as circulated.

## **6. THANKS TO THE OUTGOING CHAIR**

The membership proposed and passed unanimously a motion to thank Vivien Ronnebeck, our outgoing chair, for her generous contribution to the centre.

The meeting closed at 6.25 pm.

Signed as a correct record:

  
Chair

Date: 22/06/17