



Windsor & Districts Historical Society Inc.

ABN 36 846 701 627

PO Box 539 Lutwyche 4030

Please address all correspondence to the Secretary

NOTICE is hereby given that the **ANNUAL GENERAL MEETING** of *Windsor and Districts Historical Society Inc* will be held on **Sunday 23 November 2025** commencing at **4 pm** at the Old Windsor Council Chambers, cnr Lutwyche Road and Palmer St, Windsor.

AGENDA

The agenda for the Annual General Meeting will be:

1. To receive the minutes of the 2024 Annual General Meeting
2. To receive the Annual Reports and audited financial statements for the year ended 30 September 2025
3. To elect Office Bearers: President, Vice-President, Secretary, Treasurer and two Councillors (refer below for nomination procedures)
4. To appoint the Auditor
5. Any other business of which proper notice has been given

NOMINATIONS for positions on the MANAGEMENT COMMITTEE

In accordance with Clause 20 of the Rules of Windsor and Districts Historical Society Inc dated 26 November 2023, any two financial members of the Society may nominate any other financial member to serve as an officer or other member of the Management Committee.

The nomination must be in writing and signed by the member (candidate), proposer and seconder and lodged with the Secretary at least 14 days before the Annual General Meeting. Nominations can be emailed, mailed or hand delivered to the Chambers and will be displayed on the notice board at the Chambers for at least seven days immediately preceding the Annual General Meeting.

Where there is no effective candidate nominated to fill a position, nominations for that position shall be taken from the floor.

A nomination form is attached.

APPOINTMENT of PROXY – for instructions to appoint a proxy, refer the attached.

R Price
Secretary

20 October 2025

WINDSOR AND DISTRICTS HISTORICAL SOCIETY INC

APPOINTMENT OF A PROXY

A member who is financial may vote at the annual general meeting in person or by proxy.

In appointing a proxy please note the following:

- The instrument appointing a proxy shall be in writing in the common or usual form under the hand of the appointer or if the appointer is a corporation under the hand of its duly authorised officer
- A proxy may but need not be a member of the Society.
- The instrument appointing a proxy must be deposited with the Secretary prior to the commencement of any meeting or adjourned meeting at which the person named in the instrument proposes to vote,

If you wish to appoint a proxy please complete the form as below;

To WINDSOR AND DISTRICTS HISTORICAL SOCIETY INC

I, ----- of -----, being a

financial member of the Society, hereby appoint -----

of ----- or failing this person, -----

of ----- as my proxy to vote for me on my behalf at

the Annual General Meeting of the Society, to be held on the ----- day of

----- and at any adjournment thereof.

Signed this -----day of ----- 202

----- Signature

This form is to be used * in favour of the resolution.

* against

Strike out whichever is not desired. (Unless otherwise instructed the proxy may vote as the proxy thinks fit.)

Send via post to PO Box 539, LUTWYCHE, QLD 4030

OR email to info@windsorhistorical.org.au