

# Notice of special general meeting

The committee of the Perth Artifactory Inc. hereby convenes a special general meeting to consider adopting **proposed amendments to our constitution**.

The special general meeting will be held at **4pm** on **Saturday 4<sup>th</sup> March 2023** at the **Perth Artifactory**, 8/16 Guthrie St, Osborne Park WA 6017.

Online participation for this meeting will be facilitated by Google Meet. Details will be added to [this page](#) at least three hours before the meeting is scheduled to begin and will include both an online link and a dial in number.

## Background

We are proposing to amend the Constitution to:

- Make changes required so we can apply for [tax-deductible gift recipient \(DGR\) status, as a Community Shed](#). **This is the next step in growing the Artifactory and keeping us sustainable into the future.**
- Refresh our Constitution to meet our current needs.
- Make various corrections and clarifications.

Our **current constitution** is located at: <https://wiki.artifactory.org.au/en/constitution> .

The **proposed amendments** to our constitution are located at: <https://github.com/Perth-Artifactory/governance/blob/1e5e212f6c3f329d0d3dc737832d411837e9bf8b/constitution.pdf> .

The proposed amendments had previously been sent out to all members for review on Thursday, 19<sup>th</sup> January 2023. The review period closed on Friday 3<sup>rd</sup> February 2023.

## Voting

Ordinary members of the Perth Artifactory Inc. are eligible to vote at the meeting (rule 58 of the constitution) or to nominate a proxy to speak and vote on their behalf (rule 54).

A proxy nomination form is attached to this notice.

Note that subrule 58.5 of the **current constitution** states:

- *58.5 For a person to be eligible to vote at a general meeting as an ordinary member, they*
  - *58.5.a must have been an ordinary member at the time notice of the meeting was given under rule 53; and*
  - *58.5.b must have paid any fee or other money payable to the Association by the member.*

This requires you to have paid all outstanding invoices to the Association in order to vote.

Please contact the committee ([committee@artifactory.org.au](mailto:committee@artifactory.org.au)) if you require any assistance determining if you have any outstanding invoices.

## Agenda for the meeting

As the following motions are to change the rules of the Association, these motions must pass as *special resolutions* to be of any effect.

The first motion to be considered will be:

- To accept all **proposed amendments** to the constitution, as per the **proposed amendments** sent out with the notice of this meeting.

If this first motion passes as a special resolution, no further motions will be required.

If the first motion lapses, further motions will be raised to consider specific amendments.

- To accept the **proposed amendments** to the constitution relating to **Proofing**.
- To accept the **proposed amendments** to the constitution relating to **CAP1-Exclude-Voluntary-Invoices**.
- To accept the **proposed amendments** to the constitution relating to **CAP2-Permissive-Written-Notice-For-Committee**.
- To accept the **proposed amendments** to the constitution relating to **CAP3-Community-Shed**.
- To accept the **proposed amendments** to the constitution relating to **CAP4-Corporate-Members**.
- To accept the **proposed amendments** to the constitution relating to **CAP5-Meeting-At-More-Than-One-Place**.
- To accept the **proposed amendments** to the constitution relating to **CAP6-Delete-Further-Delay-Clauses**.
- To accept the **proposed amendments** to the constitution relating to **CAP7-Membership-Fees**.
- To accept the **proposed amendments** to the constitution relating to **CAP8-Common-Seal**.
- To accept the **proposed amendments** to the constitution relating to **CAP9-Emergency-Disciplinary-Action**.
- To accept the **proposed amendments** to the constitution relating to **CAP10-Committee-Election**.
- To accept the **proposed amendments** to the constitution relating to **CAP11-Payments-To-Committee-Members**.
- To accept the **proposed amendments** to the constitution relating to **CAP12-Multiple-Bank-Accounts**.

## Proxy voting form

For a proxy voting form to be valid, you must **sign** the form, and either –

- Give it to the secretary before the meeting begins; or
- Email it to [secretary@artifactory.org.au](mailto:secretary@artifactory.org.au) at least 24 hours before the meeting begins.

I, \_\_\_\_\_ (name), being an *ordinary member* of Perth Artifactory Inc.

hereby appoint \_\_\_\_\_ (name), an *ordinary member* of Perth Artifactory Inc.

as my proxy, under rule 54 of the constitution, to speak and vote on my behalf at the **special general meeting** being held at **4pm on Saturday 4<sup>th</sup> March 2023**.

I direct my proxy to vote on my behalf as follows:

Motion (Motions marked <input checked="" type="radio"/> are special resolutions.)	Direction to proxy (Tick what applies)			
	For	Against	Abstain	As proxy sees fit
<input checked="" type="radio"/> To accept all <b>proposed amendments</b> to the constitution, as per the <b>proposed amendments</b> sent out with the notice of this meeting.				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>Proofing</b> .				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>CAP1-Exclude-Voluntary-Invoices</b> .				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>CAP2-Permissive-Written-Notice-For-Committee</b> .				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>CAP3-Community-Shed</b> .				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>CAP4-Corporate-Members</b> .				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>CAP5-Meeting-At-More-Than-One-Place</b> .				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>CAP6-Delete-Further-Delay-Clauses</b> .				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>CAP7-Membership-Fees</b> .				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>CAP8-Common-Seal</b> .				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>CAP9-Emergency-Disciplinary-Action</b> .				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>CAP10-Committee-Election</b> .				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>CAP11-Payments-To-Committee-Members</b> .				
<input checked="" type="radio"/> To accept the <b>proposed amendments</b> to the constitution relating to <b>CAP12-Multiple-Bank-Accounts</b> .				

My proxy may vote as they see fit on all other matters where I have not given specific directions.

Signed: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_