

AVIS D'ASSEMBLÉE GÉNÉRALE*See page 2 for the English version*

Chers Membres de l'Alliance Française de Canberra,

Conformément aux articles 30 et 31 des statuts de l'Alliance Française de Canberra, le Comité convoque l'Assemblée Générale Annuelle qui se déroulera **le mercredi 30 avril 2025 à 17h30** dans les locaux de l'Alliance au 66 McCaughey Street, Turner.

Ordre du Jour :

1. Excuses
2. Enregistrement des votes par procuration
3. Compte Rendu de l'Assemblée Générale Annuelle 2024
4. Rapport d'activité du Président pour 2024
5. Rapport du Trésorier pour l'année 2024 et adoption de l'audit des comptes
6. Rapport d'activité du Directeur Général
7. Election du responsable du scrutin
8. Election des membres du Comité
9. Désignation des auditeurs
10. Questions diverses

VOTE PAR PROCURATION

Les membres ne peuvent fournir leur procuration que via le formulaire de procuration ci-joint. Les formulaires de procuration (voir l'[annexe 1](#) ci-jointe) dûment remplis doivent être remis dans une enveloppe scellée (adressée au secrétaire) remise au bureau de l'Alliance Française de Canberra au plus tard à 17h00 le mardi 29 avril 2025.

NOMINATION AU COMITÉ

Les membres de l'Association souhaitant proposer leur candidature à l'élection du Comité doivent remettre leur formulaire de candidature (l'[annexe 2](#) ci-jointe) dûment rempli au bureau de l'Alliance Française de Canberra avant 17h00 le 23 avril 2025.

Les nominés, proposant et contributeurs doivent tous être membres de l'Alliance Française de Canberra dont les cotisations sont payées intégralement.

Membres du Comité en place :

Hugh CHEVRANT-BRETON	Président	Mariam HAFIZ	Trésorier
Gordon BULL	Vice-Président	Leslie BARNES	Membre
Judith WOOLLEY	Vice-Présidente	Rim EL KADI	Membre
Arthur CAMILLERI	Secrétaire	Catherine RIORDAN	Membre

Le Président sera heureux de vous accueillir lors de l'AGA du mercredi 30 avril 2025.

Arthur Camilleri
Secrétaire
le 11 avril 2025

NOTICE OF GENERAL MEETING

Dear Members of the Alliance Française de Canberra,

In accordance with clauses 30 and 31 of the Constitution of the Alliance Française de Canberra Incorporated, the Committee is convening the Annual General Meeting (AGM) of the Alliance Française de Canberra to be held on **Wednesday 30 April 2025 at 5.30pm** in the Alliance's premises at 66 McCaughey Street, Turner.

AGENDA

1. Apologies
2. Presentation of Proxies
3. Adoption of 2024 AGM minutes
4. President's report on activities during 2024
5. Treasurer's report for 2024 and adoption of audited financial statements
6. General Manager's report
7. Election of Returning Officer
8. Election of Committee members
9. Appointment of Auditor
10. General business

PROXY VOTING

Members can only provide their proxy via the attached proxy form ([Attachment 1](#)).

Completed proxy forms must be provided in a sealed envelope addressed to the Secretary and delivered to the Alliance Française de Canberra offices no later than 5:00pm on Tuesday 29 April 2025.

COMMITTEE NOMINATION

Members of the Association wishing to nominate for election to the Committee must deliver their completed nomination form (see [Attachment 2](#)) to the Alliance Française de Canberra offices by 5:00pm on Wednesday 23 April 2025.

Nominees, Proposers and Seconders must all be Alliance Française de Canberra members whose membership subscriptions have been paid in full.

Current Committee Members are:

Hugh CHEVRANT-BRETON	President	Mariam HAFIZ	Treasurer
Gordon BULL	Vice-President	Leslie BARNES	Member
Judith WOOLLEY	Vice-President	Rim EL KADI	Member
Arthur CAMILLERI	Secretary	Catherine RIORDAN	Member

The President looks forward to welcoming you to the Alliance Française de Canberra AGM on Wednesday 30 April 2025.

Arthur Camilleri
Secretary
11 April 2025

NOTES: Proxies

- i. If you are unable to attend the general meeting you may want to appoint a proxy. Whether voting in person or by proxy, members must be current financial members of the Alliance Française de Canberra with their membership subscriptions paid in full.
- ii. The instrument appointing a proxy is in the form provided in Appendix 2 of the Alliance Française de Canberra Constitution — also provided at Attachment 1 to this document.
- iii. There shall be no more than five (5) proxies held by a member.
- iv. Completed proxy forms must be provided in a sealed envelope addressed to the Secretary and delivered to the Alliance Française de Canberra office **no later than 5:00pm on Tuesday 29 April 2025.**

ATTACHMENT 1: PROXY FORM — Annual General Meeting 2025

FORM OF APPOINTMENT OF PROXY
ALLIANCE FRANÇAISE DE CANBERRA INCORPORATED
(incorporated under the Associations Incorporation Act 1991)

I, _____
(full name)

of _____
(address)

being a member of Alliance Française de Canberra Incorporated (the Association) hereby appoint as my proxy to vote for me on my behalf at the general meeting of the Association (the Meeting) to be held on Wednesday, 30 April 2025 at 5:30pm and at any adjournment of the Meeting:

a) _____
(full name of proxy)

of _____
(address of proxy)

being a member of the Association; or, failing the person named above, or if no person is named,*

- b) the person presiding at the Meeting; or, in the event of the person presiding at the Meeting being unable under clause 38 to act as my proxy,
- c) a member of the Committee of the Association who is present at the Meeting, and who is chosen by the person presiding at the Meeting to act as my proxy in his or her stead.

(signature of member appointing proxy)

Date: _____

***Note:** If no person is named in paragraph (a), the person presiding at the Meeting will act as your proxy, unless that person is unable under clause 38 of the Constitution to act as your proxy, in which case that person will designate a member of the Committee of the Association who is present at the Meeting to act as your proxy in his or her stead.

Clause 38 (2) provides that *no member of the Association may hold more than 5 proxies.*

NOTE: Completed proxy forms must be addressed to the Secretary and delivered **no later than 5:00 pm on Tuesday 29 April 2025** at:

Attn: The Secretary
Alliance Française de Canberra Incorporated
66 McCaughey Street
TURNER ACT 2612

ATTACHMENT 2: NOMINATION FORM – COMMITTEE MEMBERSHIP – AGM 2025

ALLIANCE FRANÇAISE DE CANBERRA INCORPORATED
(incorporated under the Associations Incorporation Act 1991)

The Secretary
Alliance Française de Canberra Incorporated
66 McCaughey Street
TURNER ACT 2612

NOMINATION FORM

We hereby nominate

(first name and surname of nominee — block letters)

for the position of Committee Member at the election of the Committee at the Annual General meeting to be held on Wednesday 30 April 2025 at 5:30 pm at the office premises of the Alliance Française de Canberra Incorporated, 66 McCaughey Street TURNER ACT 2612.

Proposer: _____
(first name) (surname) (signature) (date)

Seconder: _____
(first name) (surname) (signature) (date)

I hereby accept the nomination:

Nominee: _____ **Date:** _____
(signature)

NOTE: Nomination forms, signed by the proposer, seconder, and nominee (who must all be current members of the Alliance Française de Canberra Incorporated with fully paid membership), must reach the Secretary **no later than 5:00 pm on Wednesday 23 April 2025** at the following address:

Attn: The Secretary
Alliance Française de Canberra Incorporated
66 McCaughey Street
TURNER ACT 2612