



21 October 2014

Notice of the 2014 Inclusive Education Action Group (IEAG) Annual General Meeting

Date: Thursday 13th November 2014

Time: 5pm – 7pm

Venue: Council Meeting Room 1
Wellington City Council
101 Wakefield ST
Wellington

The business of the meeting is to:

- Elect the Governing Committee members,
- To appoint the Auditor, and
- To consider the Annual Report for the year ended 30 June 2014.

Member participation

Members are invited to attend. There will be opportunities to ask questions or comment on IEAG's activities and the direction for the coming year. Members may participate in the AGM in either of two ways:

1. Attendance at the AGM in Wellington.
2. Email or Post in a signed proxy vote on the attached form.

RSVPs

Please email Sarah Berman at sarah@ieag.org.nz

RSVPs; please let us know if you are planning to attend the AGM.

If you intend to ask a question at the meeting; we encourage you to email us with the proposed question so that it can do some background research and provide a full answer.

Timeline

| | |
|-------------|---|
| 2 November | Deadline for nominations for governing committee positions. |
| 3 November | Nominees for governing committee publicised to members. |
| 9 November | Deadline for postal & emailed proxy votes (Proxy votes can also be presented at the AGM). |
| 13 November | Annual General Meeting. |

Nominating a proxy

If you are a member and are unable to attend the AGM you may wish to appoint another member who will be in attendance, or the Chairperson, as your proxy.

On your proxy form, you can also vote for the candidates you wish to be on the governing committee and your vote will be counted.

If you wish to do so, please complete the Proxy Form below for the 2014 IEAG Annual General Meeting. The Proxy Form is also available on the IEAG website www.ieag.org.nz

It must reach IEAG before 7pm, Sunday 9th November 2014. Please email to sarah@ieag.org.nz or post to PO BOX 172, Kaukapakapa 0843.

IEAG AGM 13 November 2014

Proxy Voting Form

- Any member of IEAG who is unable to attend the Annual General Meeting may appoint a proxy-holder to vote on his/her behalf, either as instructed or as the proxy-holder sees fit.
- To appoint a proxy-holder, a member must complete and sign the form below.
- The person appointed as proxy-holder must be a member of IEAG. A member may appoint the meeting Chairperson as proxy-holder.
- The proxy form should be mailed to: sarah@ieag.org.nz or PO Box 172, Kaukapakapa 0843 & received no later than 7pm Sunday 9th November 2014.

To appoint a proxy-holder, please complete the following details:

I (your name) _____

Of (address) _____

being a member of IEAG, hereby appoint:

- The Chairperson, OR
- (name) _____
of (address) _____

as my proxy-holder to vote on my behalf at the IEAG Annual General Meeting to be held on the 13th November 2014 in Wellington.

- My proxy-holder may vote as he/she deems appropriate, OR
- I instruct my proxy-holder to vote as follows: (please give specific instructions)

Signature: _____ Date: _____