

Tuesday 24 September 2024

Dear Positive Life NSW Member,

Notice of Annual General Meeting: Wednesday 04 December 2024

You are invited to attend the Annual General Meeting (AGM) of Positive Life NSW which will be held on **Wednesday 04 December 2024 from 6:00pm** at Rydges Central Hotel, 28 Albion Street, Surry Hills, NSW 2010.

Election of Directors / Office Bearers

Positive Life NSW are calling for nominations for Directors and Office Bearers for 2024/2025. Nominees must be a person living with HIV in NSW who is a Full Member of Positive Life NSW.

Nominations for Board positions will be made by completing the enclosed Expression of Interest (EOI) Statement and returned by post to PO Box 831 Darlinghurst NSW 1300 using the enclosed self-addressed envelope, or by email to contact@positivelife.org.au or physically delivered to Positive Life NSW's office no later than **5:00pm on Friday 25 October 2024**.

On receipt, if there are more nominations than vacant positions, the Returning Officer will conduct a postal ballot for those positions. The Constitution provides that voting on Board positions may be conducted by postal ballot.

Instructions on the postal ballot process will be sent along with the nominee's names and their supporting statements as part of the AGM Pack on Friday 01 November 2024. Should you require information on the postal ballot process in advance of this date, please find the Constitution referring to rule 24 titled Conduct of postal or electronic ballots at the following link: <https://www.positivelife.org.au/wp-content/uploads/2015/03/plnsw-constitution-2016.pdf>

Distinguished Member Nominations

Positive Life NSW is also calling for nominations for Distinguished Membership. Distinguished Membership is offered to any person in NSW who has contributed significantly to the rights and wellbeing of persons living with and/or affected by HIV/AIDS in NSW. Nomination forms must be validly completed and returned by post to PO Box 831 Darlinghurst NSW 1300 using the enclosed self-addressed envelope, or by email to contact@positivelife.org.au or physically delivered to Positive Life NSW's office and received by no later than **5:00pm on Friday 25 October 2024**. The EOI Statement for Board positions and the Nomination Form for Distinguished Membership are enclosed.

To ensure the validity of nominations being made, it is important that all nominees are aware that the relevant form should be signed by:

- the Full Member nominating;
- the Full Member seconding; and
- the Full or Distinguished Member being nominated (as applicable).

If you are in any doubt as to your membership status or how to complete the form, please contact Positive Life NSW on (02) 8357 8386 and ask for the Positive Life NSW Communications Officer.

Members' Information Session for Board positions

An Information Session for Members who are interested in a Board position will be held on **Monday 21 October 2024 from 6:00pm** online via Zoom teleconference or in Positive Life's NSW's office. If you wish to attend this Information Session, please RSVP and confirm your attendance by email to contact@positivelife.org.au by no later than 5:00pm on Thursday 17 October 2024.

**KEY 2024 DATES FOR BOARD AND/OR
DISTINGUISHED MEMBER NOMINATIONS**

PROMPT	DEADLINE
Closing date to RSVP and confirm attendance at the Members' Information Session for board positions.	5pm on Thursday 17 October
A Members' Information Session on board positions by teleconference using Zoom or in Positive Life NSW's office.	6pm on Monday 21 October
Closing date for receipt of EOI Statements for nominations for Directors and Office Bearers for 2024/2025 and Nomination Forms for Distinguished membership.	5pm on Friday 25 October
AGM Pack (Notice of AGM meeting, agenda, minutes of 2023 AGM) despatched to Members.	Friday 01 November
Final date by which Members may request additional business to be added to the Agenda.	5pm on Friday 22 November
Positive Life NSW AGM at Rydges Sydney Central Hotel, 28 Albion Street, Surry Hills, NSW 2010.	6pm on Wednesday 04 December

If you require any additional information, please contact Positive Life NSW by email at contact@positivelife.org.au.

By order of the Board.

Gregory Horn

Secretary