

FORMAL NOTICE OF AGM 2018

In accordance with section 19 of the Canberra Convention Bureau Constitution and Section 30 of the Associations Incorporation Act notice is hereby given that the **Annual General Meeting** of the Association of the Canberra Convention Bureau will be held at the National Museum of Australia on **Thursday 1 November 2018 at 5:00 pm.**

Information on the election of board positions due to become vacant at the AGM:

CATEGORY	NUMBER OF POSITIONS
(a) those who own or are engaged in the management of hotels or motels having at least 100 accommodation units <i>Incumbent: Fredrick Arul, General Manager, Hyatt Hotel Canberra</i>	1
(b) those who own or are engaged in the management of hotels or motels and accommodation houses having less than 100 accommodation units <i>Incumbent: Nicole Short, General Manager, Ovolo Nishi</i>	1
(e) those who own or are engaged in the management of some form of visitor attraction <i>Incumbent: Mathew Trinca, Director, National Museum of Australia</i>	1
(g) those who provide or are engaged in the provision of convention and meeting organization <i>Incumbent: Barry Neame, Director, Consec Conference Management</i>	1
(i) those who are involved in educational institutions or provide services to support the work of the Federal Parliament <i>Incumbent: Rob Stefanic, Secretary, Department of Parliamentary Services</i>	1

PLEASE NOTE: Members who wish to nominate for a board position must be the owner or manager of the member organisation.

Voting eligibility is as per Section 27, Voting Subrule 4:

A member or proxy is not entitled to vote at any general meeting of the Association unless all money due and payable by the member or proxy to the Association has been paid.

The role of the Board is to provide strategic advice to the Chief Executive in policy issues and ensure that the administration of the Association is being managed effectively on behalf of government and industry stakeholders. Members who seek nomination must be prepared to attend and provide input to board meetings, provide additional time to sit on policy project sub committees, and other strategic projects as required. If you have any queries in relation to this matter, please contact Michael Matthews on 02 6263 5310 or michael.matthews@canberraconvention.com.au