**QEST Inc. ANNUAL GENERAL MEETING**

**to be held via teleconference, Wednesday 29th July 2020**

# AGENDA

## Attendance

## Apologies

## Minutes from the previous AGM

**MOTION**: That the minutes from the previous AGM, held 1st July 2019, are true and correct.

**Moved:** Sharon O’Keeffe**; Seconded:** Sharon Hunter

1. **President’s Report – Nikki Bradford**

**MOTION:** That the President’s Report be accepted.

**Moved:** Nikki Bradford; **Seconded:** Sharon O’Keeffe

1. **Presentation of the Financial / Auditor’s Report – Annette Parkes**

**MOTION:** That the QEST financial report for year ended 30th April 2019, as prepared by Gold Group Consulting, be accepted

**Moved:**  Annette Parkes; **Seconded:** Jennifer Waters

1. **Appointment of an Auditor – Jenny Walters**

**MOTION:** That Gold Group Consulting of 56 Davenport St, Southport QLD 4215, be appointed as Auditor for the 2019 – 2020 financial year

**Moved:** Jenny Walters; **Seconded:** Nikki Bradford

1. **Membership Coordinator’s Report – Jacqui Burton**

**MOTION**: That the Membership Coordinator’s Report be accepted

**Moved**: Jacqui Burton; **Seconded:** Nikki Bradford

1. **SETA Report to QEST – Wendy Shearer**

**MOTION:** That the SETA Report be accepted

**Moved**: Wendy Shearer **Seconded:** Christine Kearnes

## Election of Office Bearers

*Chair shall be handed over to an independent observer for the election of the incoming President.*

*All positions shall be declared vacant. A list of nominations received by QEST management was made available to the members prior to the AGM, via email and QEST website. If there are an insufficient number of candidates nominated, nominations shall be called from the floor of the AGM.*

**The AGM will be closed after the election of Office Bearers.**

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## GENERAL MEETING of members - to be opened by the incoming President

1. **Sandra Lewis Achievement Award**

Draw to be conducted at Bremmer SHS

* 2 members who have contributed to LabLINK or YouTube channel from MAY 2018 – APRIL 2020;
* 2 current QEST 2019-2020 representatives; and
* 2 stand ins for each category.

Note: Above members must be financial for the 2020-2021 QEST year to go into the draw.

1. **General Business -** *Due to time restraints, members were requested to send items for General business to qest@qest.org.au by Wednesday 15th of July. Nil received*