



**Notice is hereby given that the 12th ANNUAL GENERAL MEETING of  
ASSOCIATION FOR LEARNING ENVIRONMENTS AUSTRALASIA  
WESTERN AUSTRALIA CHAPTER**

will be held on

**Wednesday 2 October 2019, at 5:00pm at**

**Taylor Robinson Chaney Broderick office, Level 4 / 22 Delhi Street, West Perth**

Please submit all matters for General Business no later than **COB Wednesday, 25 September 2019**  
Note that only matters previously submitted for the Agenda will be dealt with at the AGM.

**BUSINESS**

- a) **WELCOME**
- b) **ATTENDANCE / APOLOGIES**
- c) **PRESENTATION OF REPORTS**  
Chair's Report, Regional Representative's Report, Treasurer's Report
- d) **ELECTION OF POSITION OF CHAIR ELECT ( NIL BOARD POSITIONS )**
- e) **COMMITTEES REPORTS**  
Events, Advocacy and Partnership, Sponsorship, Communications, Membership, WA  
Chapter Awards
- f) **OTHER BUSINESS**

All members are invited to stay and enjoy refreshments.

**VOTING RIGHTS**

All members are entitled to be present at the venue and vote at the Annual General Meeting

**PROXIES**

Any member entitled to vote may appoint another member to vote as Proxy  
A proxy form is to be completed by the member and emailed to WA Chapter Secretary  
stuart.neal@slavinarch.com.au **by 25 September 2019**