# NOTICE OF 2024 ANNUAL GENERAL MEETING

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**Hunter Business Chamber Ltd**

**(Business Hunter)**

**ACN 083 977 459**

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| **The annual general meeting (AGM) of the members of Hunter Business Chamber Ltd (the Company) will be held at 12.30 on 08 November 2024 at Surfhouse Function Centre, 5 Henderson Parade, Merewether NSW 2291, Newcastle, New South Wales.** |

The **agenda** and **business** for the meeting will be as follows:

1. Welcome to Country
2. Call for Apologies
3. Minutes of the 2023 annual general meeting.
4. President’s report

To receive and consider a report on the proceedings of the Company for the year ended 30 June 2024.

1. Presentation and consideration of the 2024 Financial Statement and Report.

To receive and consider the Directors’ Report and the Company’s consolidated financial statements for the year ended 30 June 2024 and the Auditor’s Report in respect of those financial statements.

1. Declaration of directors and office bearers 2024-2026
2. Other business of which due notice has been given.

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**Explanatory Notes**

Members are welcome to attend the AGM. To attend the AGM in person, members must register their attendance and the Company’s representatives will be stationed the entrance of the venue on the day of the meeting.

Members also have the right to appoint a proxy who must also be a member. An official proxy form is available [here](https://www.businesshunter.com/content/dam/nswbc/businesshunter/Proxy%20Form%202022.pdf).

Members wishing to propose an item of other business at the AGM are required to give prior notice and must put their request in writing to the Company Secretary to be received by **5.00pm on 01 November 2024**.

Completed proxy forms and notices of other business are to be returned to the Company Secretary in accordance with respective due dates via

* [info@businesshunter.com](mailto:info@businesshunter.com); or
* PO Box 607 Hamilton 2303; or
* Delivered to the Business Hunter office at level 1, 165 Lambton Road, Broadmeadow.

**Access the AGM documents**

All of the AGM documents (including the Company’s 2024 Annual Report and Financial statements, the minutes of the 2023 AGM and Presidents Report and proxy forms) can be accessed at the following webpage: <https://www.businesshunter.com/about/governance>

On behalf of the President and Board of Directors, I look forward to welcoming you to the 2024 AGM of Business Hunter. Should you require any further information in relation to these matters, please contact [info@businesshunter.com](mailto:info@businesshunter.com) or call (02) 9466 4665.



**Bob Hawes**

**CEO & Company Secretary**

10 October 2023.