



Down Syndrome  
Victoria

Supporting Victorian families since 1978

## NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting (AGM) of **Down Syndrome Association of Victoria Inc** will be held on **Tuesday 12 November 2024 commencing at 7:00pm.**

The AGM will be held online, with the option to attend in person at the Down Syndrome Victoria (DSV) office (552 Victoria Street, North Melbourne). You can view the agenda for the meeting below and register your intent to attend online [here](#) or in person [here](#). Zoom meeting details for online participants will be provided upon receipt of your registration. If you would like to provide a formal apology you can do so [here](#).

The minutes of DSV's previous AGM held on 14 November 2023, will be tabled and confirmed. A copy of these minutes is available [here](#). The 2023-24 Annual Report and Financial Statements will be available from the [DSV website](#) forty-eight (48) hours prior to the AGM.

Members are entitled to appoint another member to be a proxy to vote on their behalf at the meeting. The [Proxy Form](#) must be emailed to Down Syndrome Victoria ([membership@dsav.asn.au](mailto:membership@dsav.asn.au)) not less than twenty-four (24) hours prior to the meeting.

Should you have any questions prior to the AGM please contact myself, or our CEO Daniel Payne on 9486 9600 or email [danielp@dsav.asn.au](mailto:danielp@dsav.asn.au). We look forward to seeing you on 12 November.

Regards,

Madison Robinson, Secretary  
21 October 2024

Down Syndrome Association of Victoria Inc.

552 Victoria Street North Melbourne VIC 3051 t: (03) 9486 9600

e: [info@dsav.asn.au](mailto:info@dsav.asn.au) w: [downsyndrome.org.au/vic](http://downsyndrome.org.au/vic)

Reg No A0008787R ABN 59 901 963 154



# Down Syndrome Victoria

Supporting Victorian families since 1978

## ANNUAL GENERAL MEETING

When: **Tuesday 12 November 2024**  
Time: **7.00pm start**  
Where: **Online or in person, 552 Victoria Street, North Melbourne**

## AGENDA

Chaired by Brendan Edwards (President) – Down Syndrome Victoria

1. Welcome & apologies
2. To confirm the minutes of the previous AGM
3. To receive and consider the Down Syndrome Victoria Annual Report
4. To receive and consider the Chief Executive Officer's Report
5. To receive and consider the Chair, Down Syndrome Advisory Network Victoria Report
6. To receive and consider the Financial Statements for the year ended 30th June 2024
7. To appoint the auditor for FY25 accounts
8. To confirm the membership fees of \$0 for the 2024/2025 Financial Year
9. Re-election of Board Members
  - Brendan Edwards
  - Wendy McNabb
10. Meeting close (estimate by 7:45pm)

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Following the formalities, you are encouraged to stay on the call to ask questions of the Board or join us in person for refreshments.

**Thank you for attending the 2024 AGM**

Down Syndrome Association of Victoria Inc.

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