



## Notice of annual general meeting

Pursuant to Clause 17(d) and Clause 19(a) of the Constitution of Gold Coast Little Theatre and by direction of the Management Committee, I hereby convene the 2021 annual general meeting of members to be held at the theatre beginning at 4:00pm on Sunday, 28 March 2021.

Ralph Lenton, honorary secretary, 11 March 2021

### Business to be transacted

The meeting will transact the business required by Clause 17(c) of the Constitution. An itemised agenda is posted on the members' only page of GCLT's website and is available by clicking the **AGM Agenda** link on that page.

### Other information

Members are reminded to renew their membership subscription so that they are eligible to vote at the annual general meeting. Memberships can be renewed online at [www.gclt.com.au](http://www.gclt.com.au).

Members are further reminded that nominations for membership of the Management Committee and Production Committee should be in writing and should be signed by a proposer and seconder who are both financial members and accepted by the nominee. Nominations should be in the hands of the secretary forty-eight hours before the annual general meeting (Clause 21(e) of the Constitution). **This means that for 2021, nominations must be received by 4:00pm on Friday 26 March.**

Nomination forms are available from the secretary at [secretary@gclt.com.au](mailto:secretary@gclt.com.au). They have also been posted on the members' only page of the website and may be accessed by clicking the **AGM Nomination Form** link on that page. When the nominations have been received, a list of nominees, their proposers and seconds will be posted on the members' only page during the afternoon of Saturday 27 March.

A copy of the minutes of the AGM held on 26 July 2020 is available from the secretary at [secretary@gclt.com.au](mailto:secretary@gclt.com.au). A copy has also been posted on the website and may be accessed by clicking the **AGM Minutes 2020** link on the members' only page.

Management committee reports and the auditor's report will be available at the meeting. These reports will be posted on the website as soon as they are to hand and will then be available from the members' only page. Copies may also be obtained from the secretary at [secretary@gclt.com.au](mailto:secretary@gclt.com.au).

Paper copies of the reports will be available at the meeting. Members are urged to download copies from the website to minimise congestion at the entrance to the theatre and in the greenroom so that we can comply with our COVIDsafe plan.

Members will be required to use the QR code at the entrance for track and trace purposes and are strongly recommended to wear face masks in the auditorium. Hand sanitiser will be available in the greenroom and foyer.

Drinks and limited prepacked snacks will be on sale at the bar but must be taken to your seat in the auditorium for consumption.