



THE GRADUATE UNION

Reminder of ability to propose Motions for Special Resolution at annual General Meeting

In accordance with rule 33.5 of the Rules of The Graduate Union of The University of Melbourne Inc., a reminder is hereby provided to Members Entitled to Vote of the ability for Members Entitled to Vote to propose Motions for Special Resolution at the annual General Meeting (AGM) to be held on Thursday, 27th May 2021.

Members Entitled to Vote who are intending to submit a Motion for Special Resolution should note the following key dates in 2021:

- Reminder of ability to propose Motions is sent to Members 3rd February
- Closing date for receipt of Motions 11th March
- Council finalises agenda for AGM 24th March
- Notice, agenda and papers for AGM are sent to Members 23rd April[#]
- Motions are put as Special Resolutions at annual General Meeting 27th May

The completed Motion for Special Resolution Form should be lodged by post to the Secretary of the Association at the offices of The Graduate Union of The University of Melbourne Inc. at 220 Leicester Street, Carlton, VIC, 3053 or by email (signed, scanned and as an attachment) to admingh@graduatehouse.com.au, or delivered by hand to reception at the offices of The Graduate Union.

[#]date of mail out of Voting Materials is indicative only
and will not be less than 28 days before the annual General Meeting.

The closing date and time for receipt of Motions is 11th March 2021, 4.00PM.

The completed Motion for Special Resolution Form is to be **received** by the Secretary of the Association by the above stated closing date and time.



**Motion for Special Resolution Form
for General Meeting**

This form is completed and signed by two Members of The Graduate Union who are Entitled to Vote: a proposer and a seconder for the Motion to be put as a Special Resolution at the General Meeting of Members.

The proposer and seconder are advised to contact the offices of The Graduate Union to confirm eligibility as a financial voting Member as at the final meeting of Council in December of the year prior and continuing.

This **Motion for Special Resolution Form** must be **received** by **11th March 2021, 4.00PM**.

Proposer

I, on this date
(print full name of proposer) day/month/2021

being a financial voting Member of The Graduate Union, hereby propose the Motion shown below for Special Resolution at the General Meeting of Members on date
day/month/2021

..... (signature of proposer)

Secunder

I, on this date
(print full name of seconder) day/month/2021

being a financial voting Member of The Graduate Union, hereby second the Motion shown below for Special Resolution at the General Meeting of Members on date
day/month/2021

..... (signature of seconder)

Motion for Special Resolution

“that

.....
.....
.....”

(print full wording of the Motion for Special Resolution by Members at General Meeting)

Explanatory Memorandum

The Explanatory Memorandum informs the decision by Council to table the Motion on the agenda for the General Meeting of Members. The Explanatory Memorandum should include an introduction, the reason for submitting the Motion for Special Resolution, the relevant Rules and Regulations to which the Motion relates and the impact on the Association should the Motion be carried as a Special Resolution. It should be typed (12 pt Times New Roman) and no longer than two double-sided A4 pages. Submission of the Explanatory Memorandum is neither required nor compulsory.

Return the completed and signed Motion for Special Resolution Form and Explanatory Memorandum to the Secretary by post to 220 Leicester Street, Carlton VIC 3053 or as an attachment by email to admingh@graduatehouse.com.au so that they are **received** by the Secretary by the closing date and time.