

General AGM Information:

- In-person or Zoom attendance available - **both require pre-booking** before Thu. 18 May 2023
- Member Reports to be submitted in writing to [the Secretary](#) by Thu. 18 May 2023
- Agenda suggestions and Apologies to be sent to Valerie - secretary@historyqueensland.org.au
- All positions declared vacant at the AGM - Nomination Forms available from [the Secretary and must be return by 13 May 2023](#)
- New Committee Members and their new ideas are welcome to fill vacancies!

In-Person AGM Attendance at Caloundra:

- **Bookings are essential** - book by **Thursday 18 May 2023**
- **Please send details of attendees** to Valerie at secretary@historyqueensland.org.au
- Cost: \$15 pp to cover catered refreshments and lunch - payable **by card or cash** on arrival
- Note: we will have EFTPOS facilities available.
- If paying by cash, please ensure you bring the correct change per person
- Dietary requirements to be notified when booking online by **Thursday 18 May 2023**.
- Visitors are asked not to attend if they are unwell.

AGM Attendance via online ZOOM link:

- Registrations are essential so we can send you the Zoom link
- Any member of any HQ Society can register as an individual
- Register via this link <https://caloundrafamilyhistory.org.au/events/history-queensland-agm-2023/>
- **Register by Thursday 18 May 2023**
- It's free, and you can join from home or your Society's rooms
- Your Zoom link will be emailed by Thursday 25 May 2023.

Member Organisation Reports

- **Written reports are requested for this meeting**
- Please limit reports to max. 200 words
- Include only relevant news and achievements since the last HQ meeting (May 2022)
- Include new publications and plans for events or projects in the next six months
- Reports will be included in the minutes distributed after the meeting
- Report highlights will be included in the next HQ Newsletter.
- If you are attending the meeting in person, and have earlier sent your written report to the Secretary, **please remember to bring a copy of your report to read.**

Please send reports to secretary@historyqueensland.org.au by Thursday 18 May 2023.