

4 November 2023

NOTICE OF ANNUAL GENERAL MEETING

Monday 20 November 2023 at 6.00pm

At The Japan Foundation, Level 4, Central Park, Broadway

Dear Members

The Annual General Meeting of Members of the Australia Japan Society of NSW Incorporated will be held on **Monday 20 November 2023** at 6.00pm in person at The Japan Foundation, Level 4, Central Park, Broadway.

Enclosed with this Notice are the Agenda, Minutes from the AGM held on 30 November 2022, Annual Financial Statements, Proxy Notification and the Office Bearer/Board Member Nomination Form.

Please note that to attend the AGM or to stand for a board position you must be a current financial member of the Society.

If you **wish to attend** please complete the Section A of the Attendance/Proxy Form, then sign the form at Section C and return the form to the Society via the means indicated.

If you **cannot attend** and wish to nominate a proxy to vote on your behalf, please complete the Proxy section of the Attendance/Proxy Form, then sign the form at Section C and return the form to the Society via the means indicated.

The Attendance or Proxy notification and the nomination forms for Office Bearers and Board Members must be received by the Secretary by close of business Monday 13 November 2023.

Yours sincerely

Anita Byrnes

Anita Byrnes
President



Annual General Meeting of Members of the Australia Japan Society of NSW Incorporated

Monday 20 November 2023 at 6.00pm

To be held at The Japan Foundation, Level 4, Central Park, Broadway

AGENDA

1. Welcome
2. Apologies
3. Adoption of Minutes of the Annual General Meeting held on 30 November 2022
4. Business arising from the Minutes
5. President's Report
6. Treasurer's Report and Adoption of Financial Statements
7. Election of Office Bearers and Board Members for the coming year
8. To discuss any other business raised by members in attendance



Annual General Meeting of Members of the Australia Japan Society of NSW Incorporated

Monday 20 November 2023 at 6.00pm

ATTENDANCE/PROXY FORM

Section A: Attendance

I,of.....,

being a member of the Australia Japan Society of NSW, will attend the AGM at the Japan Foundation.

Please sign the form at Section C and send to the Society.

Section B: Appointment of a Proxy

I,of.....,

being a member of the Australia Japan Society of NSW Incorporated hereby appoint

(a) * the chairman of the meeting, or

(b) * as my proxy to attend and vote for me on my behalf at the Annual General Meeting of the Society to be held on 20 November 2023 and at any adjournment thereof.

* Delete whichever does not apply.

Please sign the form at Section C and send to the Society.

Section C: Signature

Signed thisday of..... 2023

Signature:.....

Proxy forms should be returned by 5.00pm on Monday 13 November 2023 by either email to: info@ajsnsw.org.au or by mail to PO Box R937 Royal Exchange Sydney 1225



Annual General Meeting of Members of the Australia Japan Society of NSW Incorporated

Monday 20 November 2023 at 6.00pm

OFFICE BEARER/BOARD MEMBER NOMINATION FORM

(a) Nomination

I hereby nominate as

*President/ Vice President/ Secretary-Public Officer/ Treasurer/Board Member of the Australia Japan Society of NSW Incorporated for 2023/2024.

.....Date:.....
Name and signature of proposer

(b) Secunder

I hereby second the above nomination

.....Date:.....
Name and signature of seconder

*Strike out whichever position which is not applicable. Unsuccessful candidates for President, Vice President, Secretary-Public Officer, or Treasurer will automatically be entered in the ballot for Board Members subject to the maximum number permitted under the Rules. A Member may propose one person as a candidate but may second more than one nomination.

(c) Acceptance

I hereby accept the above nomination

.....Date:.....
Name and signature of nominee

Nomination forms should be returned by 5.00pm on Monday 13 November 2023 by either email to: info@ajsnsw.org.au or by mail to PO Box R937 Royal Exchange Sydney 1225.

ANNUAL GENERAL MEETING WEDNESDAY 30 NOVEMBER 2022

MINUTES

Annual General Meeting (AGM) of members of the Australia Japan Society of NSW Incorporated, held at the Japan Foundation, Level 4, Central Park, Broadway on Wednesday 30 November 2022 at 6.00pm.

1. Attendees

Anita Byrnes (President)	Owen Johnstone-Donnet
Kimiyo Aizawa	Evelyn Killick
Yuko Chiwata	Leigh McClintock
Lachlan Commins	Michele Miller
Terry Crotty	Philip Mitchell
Veronica Crotty	Shinichi Murata
Gordon Davies	Masanori Ohtani
Luke Gardiner	Momoe Ohtani
Tim Griffiths	Naota Suzuki
Hiroki Iijima	Teri Teramoto
Takako Ishige	Ben Trumbull

2. Welcome and Quorum

The President, Anita Byrnes, welcomed the members in attendance. With the required quorum of five (5) financial members being present the meeting was declared open.

She thanked the Japan Foundation for providing their premises to host the meeting and several events during the last year.

3. Apologies and proxies

Apology with Proxy – Richard Andrews nominating Evelyn Killick, Ian Stewart and Jiro Terada nominating the Chairman.

Apology without Proxy – Lindsay Clift, Christina Ditfurth, Peter Gibson, Richard Hughes, Taiki Ito and Chihiro Thomson.

4. Adoption of Minutes of Annual General Meeting held on 24 November 2021

RESOLVED that the Minutes of the above meeting be accepted.

Moved Terry Crotty

Seconded: Teri Teramoto

There was no business arising from the Minutes.

5. President's Report

The President thanked members for their ongoing support and commitment to the Society.

She mentioned the impact on Covid on the Society's activities, resulting in a mix of face-to-face and online events and meetings during the year.

Online events included:

- Ongoing Zoom culture series, with speakers on wagashi making, netsuke, and New Year ikebana
- Olympics trivia event in conjunction with JETAA (JET Alumni Association)
- Fireside chat with member Peter Gibson, going behind the scenes at the Olympics/Paralympics
- Author Libby Hathorn and illustrator Sadami Konchi talked about their children's book based on Basho's travels
- Member Chris Gallagher presented on his career as an English teaching specialist in Japan

The in-person events included the:

- New Members' Welcome event in March
- Bushwalk around the Manly Quarantine Station

Other in-person events included:

- Japanese-speaking evening Shaberanaito, a joint event with JETAA
- Former diplomat John Langtry spoke about the Australia-Japan security partnership in the regional context, and
- The annual signature event, the Student Awards Evening, held in May, which this year was expanded to include the University of Newcastle.

The President extended the appreciation of the Board to Consul-General Kiya Masahiko and thanked the Consul-General and his staff for their ongoing support. She also thanked the aligned organisations including the Japan Foundation, CLAIR, JCCI, JETAA and KPMG for their support throughout the year.

The President indicated membership remained strong and thanked members for their support throughout the year and for their participation in the events and activities throughout the year.

She thanked all Board members for providing their time voluntarily and for their individual contributions throughout the year.

The President indicated the goals for the years ahead include:

- Enhanced engagement with membership through among others, monthly communications and social media
- Specific initiatives aimed at corporate members, including a membership drive
- Maintaining and enhancing an active and engaging program of events, including new initiatives
- Maintaining and enhancing our connections and collaboration with a wide range of Japan-related groups in our region and beyond

RESOLVED that the President's Report to members be accepted.



Moved: Anita Byrnes
Seconded: Tim Griffiths

6. Finance Report

Ben Trumbull presented the Report and provided an overview of the year's activities and the financial results. He indicated the Society had returned a small surplus for the year ended 30 June 2022.

RESOLVED that the Finance Report be adopted.

Moved: Ben Trumbull
Seconded: Joy Yu

7. Special Resolution

Philip Mitchell provided a summary of the Special Resolution being put to members.

He indicated the commencement of the maximum 4 year term for Office Bearers would start following the vote, and if approved, would commence from the date of approval of the Special resolution.

The President held a vote on the adoption of the Special Resolution which was passed unanimously with no dissenting vote.

RESOLVED to adopt the Special Resolution following its endorsement by the members present.

Moved: Anita Byrnes
Seconded: Terry Crotty

8. Election of Office Bearers and Ordinary Committee Members

The President indicated that 11 nominations had been received and the number of nominations had not exceeded the number of available positions. There being fewer nominations than the maximum permitted under the Rules, the President declared that all following nominees were elected:

President:	Anita Byrnes
Vice President:	No nominations
Treasurer:	Ben Trumbull
Secretary/Public Officer:	Terry Crotty

Committee Members:	Kimiyo Aizawa, Lindsay Clift, Tim Griffiths, Michele Miller, Philip Mitchell, Masanori Ohtani, Teri Teramoto and Joy Yu.
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The President thanked all Board Members for their ongoing support and activity.



AUSTRALIA JAPAN SOCIETY OF NSW INC.

9. **Presentations** - the President invited Consul Shinichi Murata and Hiroki Iijima to deliver individual speeches and presentations.

10. **Other Business Raised by Members in Attendance**

There being no other business the President thanked members for their attendance. The meeting closed at 7.00pm.

Signed as a true and correct record.

Anita Byrnes

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Anita Byrnes
President

Date:January 20 2023.....

Australia Japan Society of NSW (Inc)
Financial Statements For Year ending 30 June 2023

Statement of Financial Position

ASSETS	
Current Assets	
Chequing/Savings	
CBA Cheque Account	7,079.74
CBA Term Deposit Account	25,201.90
Total chequing/Savings	<u>32,281.64</u>
Total Current Assets	<u>32,281.64</u>
TOTAL ASSETS	<u>32,281.64</u>
LIABILITIES	<u>0.00</u>
NET ASSETS	<u>32,281.64</u>
EQUITY	
Retained earnings from FY2022	<u>32,202.31</u>
Net Income	<u>79.33</u>
TOTAL EQUITY	<u>32,281.64</u>

Statement of Financial Performance

Ordinary Income/Expense	
Income	
Membership Dues	7,518.67
Events	12,418.83
Interest on Term Deposit	333.42
	<u>20,270.92</u>
Less Expenses	
Software/Subscriptions	3,754.65
Events	11,285.66
University Awards	2,800.00
Banking	437.22
Legal/Affiliations	1,556.06
Postage/Stationary	358.00
Total Expenses	<u>20,191.59</u>
Net Income	79.33