



# Invitation to our 2016 Annual General Meeting

To be held Northern Rivers  
Conservatorium, Concert Room

March 7, starting 7.30pm

Members and community, please join us for the presentation of the annual report on the activities of the Lismore City Concert Band and the exciting plans for 2016, plus the financial report.

All committee positions will be declared vacant at the meeting. There are some critical roles that need to be filled. We look forward to having some new faces on the team in 2016.

**SEE YOU THERE!**

*Tea and coffee and a light snack will be provided.*

## AGENDA

Item	Description		Responsible
1	Welcome and introductions		President
2	Apologies		Secretary
3	Acceptance of minutes of previous annual general meeting		President
4	Correspondence		Secretary
5	Reading and adoption of Annual President's Report		President
6	Reading and adoption of Annual Treasurer's report, Statement of Receipts and Disbursements and Balance Sheet		Treasurer
7	Motions for which due notice has been given:		President
	<b>Motion</b>	<b>Proposed by</b>	
	That clauses be added to the Lismore City Concert Band Inc. Constitution related to the establishment and winding up of a public fund (see Appendix A) as required for the organisation to be eligible for inclusion on the Register of Cultural Organisations.	Richard Morrow	

8	Election of committee: President, Vice President, Secretary, Treasurer, Public Officer and committee members (7 or more members required).	Returning officer
9	Recommendations of the incoming Committee	President
10	General Business	President
11	Meeting close	President

## **Appendix A: Proposed Additional Clauses to LCCB Constitution:**

### **Clauses relating to a public fund:**

1. The Association will establish and maintain a public fund.
2. Donations will be deposited into the public fund listed on the Register of Cultural Organisations. These monies will be kept separate from other funds of the Association and will only be used to further the principal purpose of the Association. Investment of monies in this fund will be made in accordance with guidelines for public funds as specified by the Australian Taxation Office.
3. The fund will be administered by a management committee or a subcommittee of the management committee, the majority of whom, because of their tenure of some public office or their professional standing, have an underlying community responsibility, as distinct from obligations solely in regard to the cultural objectives of [name of organisation].
4. No monies/assets in this fund will be distributed to members or office bearers of the Association, except as reimbursement of out-of-pocket expenses incurred on behalf of the fund or proper remuneration for administrative services.
5. The Department responsible for the administration of the Register of Cultural Organisations will be notified of any proposed amendments or alterations to provisions for the public fund, to assess the effect of any amendments on the public fund's continuing Deductible Gift Recipient status.
6. Receipts for gifts to the public fund must state:
  - a. the name of the public fund and that the receipt is for a gift made to the public fund;
  - b. the Australian Business Number of the company;
  - c. the fact that the receipt is for a gift; and
  - d. any other matter required to be included on the receipt pursuant to the requirements of the Income Tax Assessment Act 1997.
7. The company must comply with any rules that the Treasurer or the Minister for the Arts make to ensure that gifts made to the public fund will only be used for the company's principal purpose. The company must provide to the Department statistical information on the gifts made to the public fund every 6 months.

### **Clause related winding-up public fund**

8. If upon the winding-up or dissolution of the public fund listed on the Register of Cultural Organisations, there remains after satisfaction of all its debts and liabilities, any property or funds, the property or funds shall not be paid to or distributed among its members, but shall be given or transferred to some other fund, authority or institution having objects similar to the objects of this public fund, and whose rules shall prohibit the distribution of its or their income among its or their members, such fund, authority or institution to be eligible for tax deductibility of donations under Subdivision 30-B, section 30-100, of the Income Tax Assessment Act 1997 and listed on the Register of Cultural Organisations maintained under the Act.