



## **Notice of 2007 Annual General Meeting**

**The Annual General Meeting of the Institute of Hospital Engineering, Australia  
To be held at the Victory Room, Telstra Dome, Melbourne, Victoria.  
Commencing 5.30pm on 12 September 2007**

### **AGENDA**

1. Opening and Welcome by National President
2. Apologies
3. Minutes of the Annual General Meeting held at Adelaide Entertainment Centre, Adelaide, South Australia on 7<sup>th</sup> September 2006.
  - 3.1 Business arising from minutes of previous meeting
4. To receive and consider the Annual Report (which incorporates the President's Report, Report of Council, the Statement of Accounts, Balance Sheets and the Auditors' Report).
5. Confirmation of Branch Nominated Members to Board of Directors
6. Confirmation of Nationally Nominated Members to Board of Directors
7. Remembrance – Vale of Passing Members
8. Presentation of 'Membership Awards'
9. Appointment of Auditor
10. General Business
11. Close of Meeting

Len Mumme  
**National Secretary**

**NOTE:** 2006 AGM minutes, Annual Report 2006/2007 will be available after 29/08/2007 on the IHEA website in the members section. If you prefer a personal copy please contact National Secretariat on (03) 8623 3013. Only limited copies will be available at the AGM