



MEMORANDUM

To: Executive Members
Members of the Board of Management
National Sports Organisations for Program Sports
State Divisions
Life Members

From: Craig Phillips, Chief Executive Officer

Date: 17 September 2018

Subject: **2018 CGA ANNUAL GENERAL MEETING – NOTICE OF MEETING**

In accordance with clause 6.4 of the recently adopted Commonwealth Games Australia Limited (CGA) Constitution, notice is hereby given that the 2018 CGA Annual General Meeting will be held on Saturday, 17 November at Pullman Melbourne on the Park, 192 Wellington Parade, Melbourne commencing at 9.00am.

In addition, meetings of the Board of Management and State Divisions will be held on Friday, 16 November followed by a Members' Forum in the afternoon.

Please note that the CGA President's Dinner will be held on the eve of the Annual General Meeting.

Members are invited to propose items of business for the Annual General Meeting. Proposals are to be received in writing by the Chief Executive Office no later than the close of business on 17 October.

The call for nominations for the CGA Board elections will be issued to CGA Members on or before 3 October. A nomination pack will be distributed at that time.

A preliminary program and accommodation and travel arrangements will be provided in the coming weeks.

If you have any questions, please do not hesitate to call Michelle Koster on (03) 9453 9300 or email michelle.koster@commonwealthgames.com.au