



# QUEENSLAND COUNCIL OF GARDEN CLUBS INC

Patron: Professor Graeme Nimmo RFD

## NOTICE OF ANNUAL GENERAL MEETING

**10 am Tuesday 10 March 2026**

The Auditorium, Brisbane Botanic Gardens Mt Coot-tha, Toowong

Members are hereby advised that the Annual General Meeting of **Queensland Council of Garden Clubs Inc.** will be held on the day and location above.

Please ensure that your club or society has renewed its membership to be eligible to vote. Two delegates from each member club are invited to attend. Each club is entitled to one vote.

### Business to be conducted:

- Confirmation of minutes of 2025 AGM
- President's Report
- Receiving of Management Committee's report and financial statements for 2025
- Election of Office Bearers

### Election of Office Bearers

- Nominations are sought for all positions - President, Secretary, Treasurer, and up to 7 committee members.
- All nominees must be financial members of a QCGC club and be nominated and seconded by that club.
- More nomination forms for Election of Office Bearers can be obtained from the Secretary.
- RSVP Closing date for nominations is 28 February 2026

*Anne Baster, Secretary*

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## QCGC MANAGEMENT COMMITTEE NOMINATION

POSITION	President	Secretary	Treasurer	Committee	<u>Please circle one</u>
NOMINEE	.....				
NAME OF CLUB	.....				
NOMINATOR					
Name	.....	Signature	.....		
Position in club	.....				
SECONDER					
Name	.....	Signature	.....		
Position in club	.....				

*"I have read the QCGC Code of Conduct and agree to abide by the Code and accept the nomination for the above position"*

Nominee Signature ..... Date .....

RSVP Closing date for nominations is 28 February 2026

EMAIL [secretary2@qcg.net](mailto:secretary2@qcg.net)

POST The Secretary, Queensland Council of Garden Clubs Inc. PO Box 5545, Stafford Heights Qld 4053



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## CODE OF CONDUCT

Committee members are the key to an organisation's success &/or failure.

- ♦ Must be familiar with the Rules of the organisation.
- ♦ Must be aware of the legal, financial, ethical, moral, and physical requirements of a committee.
- ♦ Must maintain confidentiality on relevant matters.
- ♦ Should be familiar with the duties of all office bearers.
- ♦ Should be well informed of all organisation activities.
- ♦ Should participate in discussions on planning, delivery & evaluation of activities.
- ♦ Should be supportive to organisation members.
- ♦ Should participate in making financial decisions and monitoring financial position in accordance with the wishes of the members.
- ♦ Should support all the decisions made ... not just the ones they voted for.
- ♦ Must not operate as a law unto themselves or in the interest of one specific group.
- ♦ Should liaise with other committee members as required.
- ♦ Must present receipts of approved purchases to committee for reimbursement in a timely manner.
- ♦ Should attend monthly Committee meetings and General Meetings
- ♦ Should attend functions through the year and assist with set up and clean up
  - Plant & Floral Fair – March/April
  - Presidents Day – April
  - Friendship Day – June
  - Fashion Parade – August
  - Christmas Luncheon – November
  - Regional Friendship Day – May/September/October
  - Annual Excursion/Picnic in the Park – September/October
- ♦ On retirement or transfer from position hand over all documents and equipment relating the position.