



## Householders' Options to Protect the Environment Inc.

PO Box 6118 – Clifford Gardens, Toowoomba QLD 4350

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### Minutes of Special General Meeting – Saturday, 24 March 2018

(Last updated – 25 March 2018)

**Venue: HOPE office, 22 Vacy St, Toowoomba**

**Time: 10.00am sharp** (morning tea provided)

0. Meeting commenced at 10am with morning tea and introductions
  1. Purpose of Special General Meeting:  
9 Mar 2018 – We were advised by the Federal Department of Environment that our updated HOPE Constitution version 2.0 contained some clauses that did not accurately reflect information regarding the establishment and use of our Public Fund account to receive Deductible Gift Recipient (DGR) donations. Therefore, corrections to the constitution and the name of our Public Fund account need to be approved at a Special General Meeting and then resubmitted to the government.
  2. Introductions, attendees, apologies:
    - a. Attendees: Frank Ondrus, Steve Cupitt, Jacinta Saad, Dan Cannan, Andrew Nicholson and Miriam Sharp
    - b. Apologies: Derek Tuffield, Donnell Davis, Cathy Ellis, Martin McGrail, Peter Wilson, Heather McIntosh and Terry Ryan
    - c. Proxy votes: from Martin, Peter, Heather and Terry held by Frank.
  3. Motions:
    - A. To apply changes to clauses 45B and 45C of the constitution in accordance with Dept of Environment requirements for the management and use of HOPE's Public Fund account  
→ *Moved Miriam, seconded Steve. Agreed by all.*
    - B. To change the name of our Public Fund account from *HOPE Inc. Public Fund* to *HOPE Public Fund*.  
→ *Moved Miriam, seconded Andrew. Agreed by all.*

Follow up actions required

    - 1a Submit version 3 of Constitution to Federal Department of Environment
    - 1b Await confirmation on changes to clauses 45b and 45c
    - 1c If okay, submit version 3 of Constitution to Office of fair Trading Qld
    - 1d If minor amendments still required, adjust Constitution and resubmit to government
    - 1e Repeat steps 1c and/or 1d
  
    - 2a Prepare minutes of Special General Meeting and sign by at least 2 executive members
    - 2b Write to Westpac Clifford Gardens advising them of requirement to change our Public Fund account from *Householders' Options to protect the Environment Inc. Public Fund* to *HOPE Public Fund*.
  4. Next meeting: Ordinary meeting on Saturday 9 June 2018
  5. Meeting closed at 10.40am
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