

20th September 2021

Dear Members, Volunteers, Participants and Supporters,

On behalf of the Board of Management of the Sunbury Neighbourhood House Inc, I would like to thank you most sincerely for your valued membership and support which is absolutely essential to ensure ongoing government funding and the success of the House.

This year has been an extremely difficult one for the House as we have worked hard to maintain an ongoing presence in, and service to the community, during the interruptions caused by the Covid-19 lockdown. We have very much appreciated the support many of you have provided in trying to maintain contact and enrolling for the activities that we have been able to offer during these difficult times.

The Board takes much pleasure in inviting you to attend the 2021 AGM which will be held via Zoom Video Conferencing at 7:00 pm Tuesday 26th October 2021.

Please register your interest in attending with the House by phone to the Manager on **0490 012 279**, or via email to rob@sunburyhouse.com.au, so that a link to the Zoom Video Conference can be emailed to you. The Zoom meeting will commence at 7:00 pm sharp but **please join us any time from 6:30 pm** onwards for a chat and to allow time for those joining us to connect via Zoom.

A comprehensive report about the activities and financial status of the House will be presented at the AGM and elections will be held for the office bearers and non-executive members for the 2021-2022 Board of Management. You will also have the opportunity to raise questions or provide input to the House about our operations and future directions.

Documents (Agenda, 2020 Minutes, Annual Report & Proxy form) relevant to the meeting will be available to download from the SNH website prior to the meeting. If you require a printed copy of documents these will be made available on request to the Manager (phone number above) at least 7 days prior to the AGM.

Members unable to attend the meeting via Zoom may appoint another member as a proxy to represent them at the meeting. The form must be signed by the member **appointing** the proxy. The Proxy Form is attached and will also be available on the SNH website. Completed forms may be posted to P.O. Box 2392, Sunbury, 3429 or submitted by email to The Secretary, Sunbury Neighbourhood House Inc., by 5:00 pm on Tuesday 19th October 2020 at the email address below.

We would most welcome any future contribution you may like to make to the House either as a volunteer, becoming a Board Member or as a participant in our activities. If you are not already a member we would also most welcome your support. Membership & Board Application forms will be available on the website.

Yours Sincerely,



Jenny Orford

Secretary

Board of Management

Sunbury Neighbourhood House

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