

16 February 2025

**Dear Members, Instructors and Board Directors**

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

This notice confirms the 43<sup>rd</sup> Annual General Meeting of the International Taekwon-Do Foundation of New Zealand Incorporated will be held by Zoom Meeting on **Sunday 27 April 2025 at 10.00am.**

This is the first Annual General Meeting being conducted under the new constitution adopted on 2 February 2025 and registered with the Registrar of Incorporated Societies.

#### **Draft Agenda**

1. Confirmation of the minutes of the previous Annual General Meeting dated 28 April 2024.
2. Confirmation of the minutes of the Special General Meeting dated 2 February 2025.
3. Presentation of Annual Report and Financial Statements.
4. Election of Elected Directors.

There are two Elected Director vacancies due to:

- The completion of an existing Elected Director term.
- The second Elected Director position has arisen from increasing the board size from 6 to 7 directors under the new constitution adopted 2 February 2025.

An advert for the Elected Director position is attached and has been posted on the website.

Applications for the Elected Director position must be received by the Operations Executive by **Tuesday 28 March 2025**. Applications can be emailed to [operations@itkd.co.nz](mailto:operations@itkd.co.nz) or by mail to PO Box 38-842 Howick Auckland 2145.

A list of all Elected Director applications will be circulated by **Sunday 6 April 2025**.

5. Appointed Board Members.

An advert for the Appointed Director position is attached and has been posted on the website.

Applications for the Appointed Director position must be received by the CEO by **Monday 7 April 2025**. Applications can be emailed to [ceo@itkd.co.nz](mailto:ceo@itkd.co.nz) or by mail to PO Box 38-842 Howick Auckland 2145.

6. Consideration of any motions proposing to amend the Constitution.
  - Members must give notice of any motions proposing to amend the constitution by **Tuesday 28 March 2025**.
7. Consideration of any Other Items of Business.
  - Members must give notice of any Other Items of Business to ITFNZ by **Tuesday 28 March 2025**.

Notices can be sent by post to PO Box 38-842 Howick Auckland 2145 or by email to [operations@itkd.co.nz](mailto:operations@itkd.co.nz).

## **Voting Entitlements**

Each club is entitled to 1 vote per 20 registered members, or part thereof, who are registered in the JustGo Membership system by **12 noon Friday 25 April 2025**.

Voting can be in person at the AGM or by proxy in the prescribed format which will be circulated on **Sunday 6 April 2025** with the final Agenda.

Please do not hesitate to contact myself if you have any queries.

Shaun Tolley  
Operations Executive  
t: (09) 5372373  
e: [operations@itkd.co.nz](mailto:operations@itkd.co.nz)

