



## **NOTICE OF ANNUAL GENERAL MEETING 2016**

Notice is hereby given to the members of Marketing, Advancement & Communication in Education (MACE) of the:

**Annual General Meeting (AGM), to be held on 23 November 2016 at Pearson South Africa, Durbanville, Cape Town, commencing at 15:30.**

The agenda for the AGM appears below and members who wish to add any points for discussion to the formal agenda, should please forward such topics to the Secretariat via e-mail ([chair@mace.org.za](mailto:chair@mace.org.za)) by no later than seven (7) days prior to the commencement of the AGM.

### **AGENDA:**

1. Welcome
2. Attendance & the Register
3. Minutes of the 2015 AGM
4. Chairperson's Annual Report
5. Audited Financial Statements & Appointment of Auditors
6. Election of one new board member (nomination form attached)
7. Closure