



Notice of CCASA 2021 Annual General Meeting and Special Resolution

20 October 2021

1. NOTICE OF ANNUAL GENERAL MEETING

NOTICE is given that the Annual General Meeting of the **Cemeteries and Crematoria Association of South Australia Incorporated (CCASA)** (ABN 69 851 454 321) will be held:

Date: Friday 12 November 2021

Time: 1:00pm

Venue: Adelaide Cemeteries Authority,
Enfield Memorial Park, Browning Street, Clearview South Australia 5085

ORDINARY BUSINESS

1. Receipt of the Audited Annual Financial Report: To receive and consider the Financial Statements for the financial year 2020/21

Cemeteries and Crematoria Association of South Australia

www.cemeteriessa.com.au

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2. NOTICE OF SPECIAL RESOLUTION

To consider, and if thought fit, to pass the following resolution as a Special Resolution:

(a) That pursuant to Section 24 *Alteration of Rules* of the Associations Incorporation Act 1985 (SA) the Incorporated Association Rules (otherwise referred to as the Rules) of the Cemeteries and Crematoria Association of South Australia Inc (CCASA) be added to, altered or amended by repealing the rules as amended from time to time and replacing such rules with the copy rules ([Annexure A](#)) hereto (“Incorporated Association Rules”).

(b) That upon passing resolution 2(a) the CCASA adopts the Incorporated Association Rules otherwise referred to as the Rules or the Constitution.

(c) That the members of the CCASA authorise and delegate to each and every member of the Committee of the CCASA to register the Incorporated Association Rules with the Commission as required by the Act.

Download the Incorporated Association Rules: [Annexure A](#)

By way of summary, the CCASA Committee is proposing to amend the CCASA Incorporated Association Rules in order to:

- reflect current practice and meet requirements of the Associations Incorporation Act 1985;

Relevant Sections of the Incorporated Association Rules that have been included or amended include:

- **Section 6(a) and 16(a)(2)** nominated by a member in recognition of their contribution to the burial and/or cremation industry in South Australia, whether retired or still active in service, and shall be considered and appointed by the Executive Committee. Life Members will automatically be granted annual Ordinary Membership.
- **Section 12(b)** The Annual General Meeting shall be held within five months after the end of its financial year.
- **Section 21(a)** Proper minutes of all proceedings of General Meetings of the Association and of meetings of the Committee, shall be entered within one month after the relevant meeting in minute books or an electronic document control system kept for the purpose.
- **Section 23 1(a)** appoint a CCASA public officer in accordance with Section 56 of the Associations Incorporation Act 1985; and

- **Section 23.1(b)** advise that the Committee shall be comprised of the following officers;
 - President;
 - Secretary;
 - Treasurer;
 - no more than 8 additional Committee Members nominated by and representing Members which are corporate entities, provided that no more than 2 Committee Members from the same corporate entity are appointed; and
 - such other Committee Members as the Committee thinks are necessary having regard to the objects of the Association.

Information about Special Resolutions

Special Resolution of an Incorporated Association means— (a) where the rules of the association provide for the membership of the association—a resolution passed at a duly convened meeting of the members of the association if

- (i) at least 21 days written notice specifying the intention to propose the resolution as a special resolution has been given to all members of the association; and
- (ii) it is passed at a meeting referred to in this paragraph by a majority of not less than three-quarters of such members of the association as, being entitled to do so, vote in person at that meeting.

ENQUIRIES

For further information relating to the AGM please contact the Secretary by email at info@cemeteriessa.com.au.

Annual General Meeting 2021

AGENDA

1:00pm – 1:30pm

Friday 12 November 2021

Adelaide Cemeteries Authority

Enfield Memorial Park

Browning Street,

Clearview South Australia 5085

1. Welcome

2. Apologies

3. Minutes of Previous Meeting

Recommendation:

That the Minutes of the CCASA Annual General Meeting held Friday 14 May 2021 be accepted.

4. Audited Financial Report

Recommendation

1. That the Audited Annual Financial Report for the financial year 2020/21 be received and accepted.

5. Special Resolution

Special Recommendation:

1. That pursuant to Section 24 *Alteration of Rules* of the Associations Incorporation Act 1985 (SA) the Incorporated Association Rules (otherwise referred to as the Rules) of the Cemeteries and Crematoria Association of South Australia Inc (CCASA) be added to, altered or amended by repealing the rules as amended from time to time and replacing such rules with the copy rules ([Annexure A](#)) hereto (“Incorporated Association Rules”); and
2. That upon passing resolution 2(a) the CCASA adopts the Incorporated Association Rules otherwise referred to as the Rules; and further
3. That the members of the CCASA authorise and delegate to each and every member of the Committee of the CCASA to register the Incorporated Association Rules with the Commission as required by the Act.

Download of the Incorporated Association Rules: [Annexure A](#)

6. Thank you and Close

PAPERS

[CCASA AGM Minutes – 14 May 2021](#)

CCASA Financial Statements for the financial year 2020/21 – to be distributed at the AGM