



HITO AGM Agenda

We are pleased to notify our Board and Members that the New Zealand Hair and Beauty Industry Training Organisation Incorporated (“HITO”) Annual General Meeting (“AGM”) will be held on Monday 23 April 2018.

Location: **HITO Wellington Office, Level 2, 107 Customhouse Quay, Wellington Central**

Time	Agenda Item
9.30am – 10.00am	Registration (Tea and coffee provided)
10.00am – 10.15am	Welcome Confirmation of attendees and Apologies House keeping
10.15am – 11.45am	Calls for items for general business Minutes of last AGM & SGM Matters arising Chair’s Report CEO’s Update Financial statement Audited accounts Confirmation and appointment of the next auditor Appoint scrutineers for voting (x2) Confirm Returning Officer (David Patten) Board Vacancy and Appointments Voting on any Remits <ul style="list-style-type: none">• Remit for Constitution Change General business
11.45am	Close