



NOTICE OF HYBRID FEDERATION GENERAL MEETING

Important Notice: The Federation General Meeting of Soroptimist International South East Asia Pacific will now be a **HYBRID MEETING**.



IN PERSON

Date: Friday 1 May 2026
Time: 1.00pm (Malaysian time)
Venue: Function Rooms 1-3, Level 1, The Pacific Sutera Hotel, Sutera Harbour, Kota Kinabalu, Sabah, Malaysia

HYBRID MEETING

Virtually
Date: 1st May 2026
Time: 3.00pm AEST (Sydney time)

The Federation meeting will now be a Hybrid meeting, to be held both in person and virtually.

The required quorum for a general meeting to be held is at least thirty [30] members (clubs) who must be present **in person or online** (by your member representative or by proxy) for the whole meeting. If you are a member representative and also a proxy representative attending in person you will only be counted as one member representative.



NOTE: If your club has already arranged to have a proxy representative attend the in person meeting and your club now wishes to have a club representative to attend the meeting virtually. You will need to complete this form to cancel the registration of your club proxy. [Link to Form](#)

Club Representatives for Federation General Meeting

An authorized representative or a proxy representative from **each financial member (club)** within the Federation must attend this meeting. A representative or proxy may only represent one member club. A proxy representative must be an individual Soroptimist from another member club.

Registrations to attend either in person or virtually close on Monday 20 April 2026 at 12 Midnight AEST (Sydney time)



CLUB REPRESENTATIVE OR PROXY REGISTRATION FORMS

To register as a Representative or Proxy attending the meeting in person.

[Registration form](#)

This link will take you to the Registration Form for the Club Representative or Proxy Representative and will be used for the general meeting.

To register as a Representative attending the meeting Virtually.

[Registration form](#)

This link will take you to the Registration form to register to attend the meeting as a member representative virtually. The link to attend the meeting will be sent to you after the 20th of April 2026.

Clubs will need to nominate a Club Representative for the Federation General Meeting, and you will need to show that the Club has voted for the person to be their Representative or Proxy Representative at a club business meeting, and this will need to be recorded in your Club Minutes.

Please note: Your club president, secretary or treasurer are required to use the link to register your club representative. This link will need to be utilized from your club email account, i.e. you will need to be logged into your club email account from www.google.com. If you have your club email account forwarded to a personal email account such as outlook etc, the link will not work.

SILENT OBSERVER REGISTRATION FORMS

To register to attend the Federation Meeting in person as a silent observer

[Silent Observers Registration Form](#)

This link will take you to the Registration Form for Silent Observers and will be used to register to attend the Federation meeting in person as a silent observer

To register to attend the Federation Meeting Virtually as a silent observer

[Silent Observer Registration Form Virtually.](#)

This link will take you to the Registration form to register to attend the Federation meeting as a silent observer virtually. Your link to attend the meeting will be sent to you after the 20th of April 2026.

[Question to the Federation Team](#)

Clubs are invited to submit questions to the Federation Team. Please submit your questions from your club email address by Wednesday 15 April 2026 at 5pm AEST to enable a comprehensive answer to be given.

[SISEAP Honours & Remembrance](#)

Soroptimist are invited to submit notices for Soroptimists who have received Honours



throughout 2025, and to remember Soroptimists now passed.

Submissions close at midnight AEST on the 15th of April, 2026

Looking forward to your attendance at the Federation General Meeting!