



# ANNUAL GENERAL MEETING

Saturday 15<sup>th</sup> June 2019, 3.00pm ~  
Noosa J, 60 Noosa Drive, Noosa Heads

## Notice is hereby given for the Annual General Meeting of Sunshine Beach Surf Life Saving Club Inc

### Business

- Presentation of the Annual Report;
- Consideration of the financial statement and audit report for the last financial year;
- Election of Directors and Club Officers;
- Club Officers appointments;
- Endorsement of the Junior Activities Committee (elected at JA AGM 12<sup>th</sup> May 2019);
- Election of Life Members (if any);
- Motion for affiliation with the Branch, SLSQ and SLSA.
- Motion recognising the affiliation of the Club's Supporters club;
- Appointment of the auditors for the present financial year;
- Appointment of honorary officers which may include medical officers, solicitor and patron.

### Election of Officers and Directors

- All elections shall be in accordance with the Club Constitution and By-Laws (June 2016);
- Directors shall be elected for a two year term with half of the board elected at each AGM;
- Directors may be re-elected;
- Where more than one nomination is received, voting will be by secret ballot;
- Assistant Officers and/or other Club Representatives may be elected by the Council or appointed by the Board of Directors from time to time as required;
- At this AGM the following positions will be declared vacant\*:

#### Board of Directors – Elected for a Two Year Term

President

Deputy President

Director of Administration

Director of Life Saving

#### Board of Directors – Elected for a One Year Term

Director of Junior Activities

Director of Surf Sports

#### Club Officers – Elected Annually

Chief Training Officer

First Aid Officer

Vice Club Captain (assist Director Life of Saving)

Equipment Officer – Lifesaving (IRB, ATV)

Uniform Coordinator

Awards Coordinator

Fundraising Coordinator

Media Officer

Surf Sports Officer (assist Director of Surf Sports)

Equipment Officer – Surf Sports

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Team Managers – Surf Sports  
Officials Liaison Officer

## Club Officers – Appointed Annually

Grievance Officer  
Safety Officer  
Grants Officer

## Honorary Officers – Appointed Annually

Medical Officer  
Auditors  
Solicitor  
Club Patron

## **Nominations**

- Nominations must be submitted to Lifesaving Administration on the prescribed form by 4.00pm Friday 31<sup>st</sup> May 2019. Forms are available from Admin upon request
- Director and Club Officer Position Descriptions are available from Admin upon request
- Notice of nominations will be announced by email on Monday 3<sup>rd</sup> June 2019 and posted on the Club Lifesaving facebook page

## **Eligibility to serve as a Director or Club Officer**

- Be a minimum of 18 years old, a current financial member of Sunshine Beach Surf Life Saving Club Inc and meet any pre-requisites of the position description;
- Meet the Australian Charities and Not-for-profits Commission (ACNC) Responsible Person's requirements and agree to sign the declaration therein;
- Agree to abide by and uphold the SLSQ Governance Standards and participate in opportunities to increase understanding of not-for-profit governance and compliance including attending governance training provided by the Club and SLSQ;
- Not be bankrupt or one who has compounded with their creditors or otherwise taken advantage of the laws in force for the time being relating to bankruptcy;
- Not be a person who is a patient within the meaning of the Mental Health Act 1974 or have been convicted of an indictable offence or of an offence punishable on summary conviction for which the person is sentenced to imprisonment otherwise than in default of payment of a fine.
- Hold a current positive notice Blue Card for child related activities;
- Agree to abide by the Code of Conduct for Directors & Officers and any other policies of the Association;
- Understand that you must make attending Board/Committee meetings a priority;
- Not miss more than two meetings per year without a leave of absence granted by the Board of Directors.

## **Board & Committee Meetings**

Board meetings are held on the first Wednesday of each month at 6.30pm unless otherwise notified. All other Committee meetings are held once a month on a prescribed day prior to the Board meeting as agreed upon by the specific Committee constituents.