

**MELVILLE ATHLETICS CENTRE  
NOTICE OF ANNUAL GENERAL MEETING**

Notice is hereby given that the Annual General Meeting (AGM) of the Melville Athletics Centre will be held at 7.00pm on Tuesday 28 September 2021 at the Len Shearer Reserve Clubrooms, Marcus Avenue, Booragoon.

All positions will be declared vacant and written nominations are sought from members over 18, or their parents/guardians for Executive Committee positions. Where nominations to positions have not been received prior to the AGM, nominations will be called from the floor.

In addition to the standard Annual General Meeting, we also have a number of resolutions to update and simplify the Constitution and By-Laws to allow us to operate more effectively. If you have any questions about the proposals before the meeting, we encourage you to speak to a Club Delegate, Committee Member or email our Executive Officer at [macexecutiveofficer@gmail.com](mailto:macexecutiveofficer@gmail.com)

**Agenda**

The order of business at the Annual General Meeting shall be as follows:

1. Opening by the Chairperson
2. Apologies
3. Declaration of any Conflict of Interest.
4. Confirmation of minutes of the previous Annual General Meeting (March, 2020).
5. Business arising.
6. Chairperson's report.
7. Treasurer's report.
8. Reports from all Executive Office Bearers
  - a. Championships and Officials Manager
  - b. Arena Manager
  - c. Technical Manager
  - d. Seniors Manager
  - e. Coaching and Development Manager
9. Agree the number of Ordinary Members to be elected  
"The number of ordinary members to be elected to the Executive Committee for is six (6)"
10. Election of Office Bearers – All positions are declared vacant.
  - a. President (Chairperson)
  - b. Vice President
  - c. Treasurer
  - d. Ordinary Member x 6

The Ordinary Members and Vice-President shall be allocated to the following portfolios.

- Championships and Officials Manager
- Arena Manager
- Technical Manager
- Coaching and Development Manager
- Seniors Manager

- Winter Manager
- Canteen Manager

*Note: the role of Secretary will be undertaken by the Executive Officer and is not elected.*

11. Amendments to the Constitution and By-Laws,

a. Special Resolutions

The following Special Resolutions are to be considered and, if thought fit, be passed by at least 75% of individuals voting:

- (1) That the name of the Association be changed to Melville Athletics Club.
- (2) That the Association adopt the Model Rules as its own rules (Constitution).
- (3) The Objects of the Association are updated as below and within the attached By-Laws:

- Provide recreational activity in the form of track and field for athletes within the categories and age ranges catered for by Athletics West
- Be inclusive of all race, creed, sex, socio-economic status or level of ability;
- Promote, manage and advance Athletics within the local area;
- Encourage family and community involvement in Athletics as a means of furthering the development of athletes
- Develop and maintain, the highest level of sporting endeavor and fair play;
- Encourage the fullest participation by athletes and officials in all events conducted by Athletics West;
- Facilitate a safe environment that supports the transition of athletics as a junior to adulthood;
- Represent Melville Athletics Club at State and Seniors competition.
- Co-ordinate the activities of all members in accordance with our Constitution, By-Laws and policy.
- Promote the idea of athletes participating in Athletics for personal satisfaction through improvement of their own level of performance in a wide range of events.

(4) The Association maintain affiliation with Athletics West

(5) That the financial year of the Association be 1 January – 31 December.

b. Resolutions

The following Resolutions are to be considered and, if thought fit, to pass the following as resolutions by the majority:

(1) Accept the Melville Athletics Club By-laws (as attached); noting changes in quorum as follows

- Quorum for General Meetings shall be 10 and this must include a member from each affiliated member club.
- Quorum for Executive Committee meetings shall be 50% of the Executive Committee positions agreed at this General Meeting.

12. Any other Business.

13. Close.