

Scarboro Surf Life Saving Club

Notice has been given of our Annual General Meeting to be held at Scarboro SLSC, 163 The Esplanade, Scarborough on **Friday 31 July from 6:00pm**.

AGENDA – FINAL

1. Welcome and Acknowledgements
2. Attendances
3. Apologies
4. Confirmation of the minutes of the Annual General Meeting held on 5th July 2019
5. Business arising from previous minutes
6. Directors Reports – as per Annual Report
 - a. President
 - b. Director of Business Development
 - c. Director of Finance
 - d. Director of Administration
 - e. Director of Surf Sports
 - f. Director of Beach Operations
 - g. Director or Member Services

7. To receive and adopt the Annual Report and Financial Statement for 2019/2020

8. Notices of Motion to Amend the Club Constitution

Six amendments have been received and are included in a separate document issued with this agenda for reference.

9. Election of Honorary Members for 2020/2021 season

- a. Patron – Hon. Liza Harvey MLA
- b. Vice Patron – His Worship the Mayor, Councillor Mark Irwin
- c. Solicitor/s – SLSWA
- d. Medical Adviser/s – Warren Jones

10. Election of Life Membership and Awards Committee for 2020/2021 season

The Life Membership and Awards Committee shall comprise seven (7) Life Members, three (3) of whom shall each have at least 25 years' service, elected annually at the AGM and two (2) Directors, appointed by the Board at its first meeting following the AGM.

The following nominations have been received for election to the Life Membership and Awards Committee, those marked with an “*” have at least 25 years service.

Bob Welch*

James "Nick" Stewart

Brian "Mick" Morrissey*

Rod Dalziell*

Dave Thomson

Scott Hawkins*

Elise Irwin

Tanya Channell

11. Election of Directors for 2020/2021 season

The following nominations have been received for election as Directors

- a. Director of Business Development – No none received before close of nominations
- b. Director of Finance – Matthew Watson
- c. Director of Surf Sports – Dana de Bondt

12. Closing

Following the closing of the Annual General Meeting there will be a general member forum and update.

NOTICES OF MOTION – 2020 Scarborough SLSC AGM

Amendments to the Constitution proposed by the Constitution and Policy Review Committee

MOTION 1: Clause 2.2 Interpretation

Amendment to provide for better clarification of interpretation of gender.

Rationale: In today's society there is general community consensus on there being more than just the two traditional genders. Depending on which dictionary or which social grouping is considered, a person can be defined as male, female, hermaphrodite, gender neutral, gender fluid, or any other term. Thus, this amendment is proposed to overcome any potential offence.

Amend clause 2.2 Interpretation, subclause (d), replace the word "the" with "any".

(d) words importing any gender include any (the) other gender;

MOTION 2: Clause 14.2 Power to Convene General Meeting

Amendment to provide the opportunity for a General Meeting midway through the season, provided that members are of the opinion there is business to be considered.

Rationale: In the past the calling of a General Meeting midway through the season has been seen as an opportunity for members to seek address on any issues that may be concerning them, or for the board to seek early confirmation on any major decisions that may impact members. This has not been carried forward in recent times but is seen as a means of greatly improving communication between the Board and members generally. Should there be no specific items of business brought forward in the form of a Notice of Motion, it may still be prudent for the Board to continue with the meeting in the form of a general forum for discussion purposes.

Amend clause 14.2 by adding new subclause 14.2 (b) as shown.

Then current 14.2 (b) becomes 14.2 (c)

14.2. Power to Convene General Meeting

The Board may convene a General Meeting when they think fit and must do so if required by the Act.

At an appropriate time and in accordance with Clause 14.3, the Board will cause to be circulated Notice of a Special General Meeting to be held at a date and time not later than 15 December. However, in the event of there being no notices of motion received within the time specified for the receipt of such, then the meeting may be cancelled or held as a general forum at the sole discretion of the Board.

The Board must, within seven (7) days of receipt of a requisition in writing, which shall clearly state the business to be conducted, from at least thirty (30) Voting Members or twenty percent (20%) of Voting Members, whichever is the greater number, convene a General Meeting.

MOTION 3A: Clause 12.2 Establishing a Disciplinary Committee

Amendment to provide for members of the Disciplinary Committee to have suitable experience or training as may be determined necessary in order to appropriately deliberate on and deal with any matter brought before it.

Rationale: The Club has formalised policies regarding member protection and a code of conduct. These policies are based on the policies and procedures set down by Surf Life Saving Australia and involve in-depth knowledge and understanding of many facets of member protection, including child protection. Given the modern-day complexity of formal complaints procedures and relevant legislation and policies, it is essential that any group of 3 members of the Committee convened as a disciplinary

panel to hear a case brought before it, comprise members who are suitably trained or have the necessary experience in this ever increasing field of expertise.

Amend clause 12.1 by adding new subclause (d).

12.1 Establishing a Disciplinary Committee

- (a) Annually, at its first meeting following the AGM, the Board shall appoint a Disciplinary Committee, which committee shall act in accordance with this Constitution to consider and deliberate on all matters referred to it by the Board.
- (b) The Disciplinary Committee shall comprise five (5) Life Members, any three (3) of whom shall be called by the Board to convene as a disciplinary panel to hear any matter referred to it by the Board.
- (c) Nominations for membership of the Disciplinary Committee shall be called with the notice of the AGM, shall be in writing signed by the nominee and bear the signatures of the nominator and seconder, both of whom shall be Members with the right to vote. Nominations shall be submitted to the Director of Administration, or their nominee, at the AGM, who will cause such nominations to be submitted to the Board in accordance with **clause 12.1 (a)**.
- (d) **Within 21 days of the Committee's appointment, the Board shall cause to be held a meeting of the Committee to determine and agree with the Committee, what training or resources may be required to ensure all members have the ability to deal with any matter as may be referred.**

MOTION 3B: Clause 24.3 (e) Disciplinary Committee

Following on from above, amend clause 24.3 (e) (ii) by replacing the word "Committee" with the word "Panel" as indicated for consistency.

"when acting to convene a Disciplinary **Panel**, the Board shall communicate to any three (3) members of the Disciplinary Committee to convene as the Disciplinary **Panel**, appointing one member as chairman who will undertake to take charge of the proceedings of the matter before it."

MOTION 4: Clause 7.6 Renewal of Membership

Amendment to change the date of the annual expiration of financial membership.

The Board is of the opinion that expiration of financial membership at the end of the club's financial year is somewhat short in both expectation of members and past experience. Previously, the expiration date coincided with the date of the AGM. Hence, this amendment to bring the date of expiration requiring renewal of a member's financial status back to the traditional period. Note the date of expiry to discourage the usual rush of members seeking to pay fees and sign forms as they arrive for the meeting.

Amend Clause 7.6, subclause (a) to read as follows.

"Membership of the Club (other than Life membership) expires annually at 5.00pm on the day immediately prior to the Annual General Meeting."

MOTION 5: Clause 22 Proceedings at Directors' Meetings

Amendment to provide opportunity for newly elected Board to review governance proceedings.

With the introduction of a new Constitution, many Policies of which directors need to understand and operate within and a new vibrancy in the energies and activities of our directors and their Standing Committees, it is imperative the Board is fully cognisant of its overall governance role and the many principles that underpin that role. Circumstances are ever changing and where established Policies or By-Laws are no longer relevant or working as desired, they should be deleted or updated accordingly.

The intent of this amendment is to ensure that the Board does annually take stock of its overall role and the many factors which challenge its governance of the Club. This will ensure a newly elected Board undertakes such a review.

Amend clause 22.1 (b) by adding, after "AGM to" in the first line, the words "review the Club's governance principles and".

22.1 Directors Meetings

(a) subject to clause 22.1(b), the Directors may meet together for conducting business, adjourn and otherwise regulate their meetings as they think fit.

(b) the Directors must meet within 14 days of the AGM to **review the Cub's governance principles and** conduct business as determined under this Constitution; and at least five (5) other times prior to the next AGM.

(c) within 21 days of its first meeting following the AGM, the Directors shall cause to be held a meeting of the Directors and Appointed Officers to set out a course of action for the ensuing season, among other things as may be pertinent.