

NEWCASTLE & HUNTER JAZZ CLUB Inc PO Box 2262 DANGAR 2309



Notice is hereby given that the Annual General Meeting of the Newcastle & Hunter Jazz Club Inc. will be held at

*Central Charlestown Leagues Club*

**AGENDA**

- MINUTES OF ANNUAL GENERAL MEETING
- CONFIRMATION OF MINUTES
- BUSINESS ARISING FROM MINUTES AND REPORT ON ACTION ITEMS
- ANNUAL REPORTS (PRESIDENT/SECRETARY)
- TREASURERS REPORT
- EXECUTIVE TO VACATE CHAIR
- ELECTION OF OFFICERS

*Sunday 29th October, 2017 11.00am*

THE COMMITTEE SHALL CONSIST OF PRESIDENT, VICE PRESIDENT, SECRETARY, TREASURER AND THREE TO SIX ORDINARY MEMBERS. **NOMINATIONS:** NOMINATIONS OF CANDIDATES FOR ELECTION SHOULD BE MADE IN WRITING (ATTACHED FORM) SIGNED BY TWO FINANCIAL MEMBERS AND ACCOMPANIED BY THE WRITTEN CONSENT OF THE CANDIDATE. **THE NOMINATIONS SHOULD BE RECEIVED BY THE SECRETARY NOT LESS THAN SEVEN DAYS PRIOR TO THE ANNUAL GENERAL MEETING.** **VOTING:** IF THE NUMBER OF NOMINATIONS RECEIVED PRIOR TO THE ANNUAL GENERAL MEETING EXCEED THE NUMBER OF VACANCIES TO BE FILLED A SECRET BALLOT SHALL BE HELD.

**ALL VOTES SHALL BE GIVEN PERSONALLY OR BY PROXY. NO MEMBER SHALL HOLD MORE THAN 5 PROXIES**

**PROXIES:** EACH MEMBER SHALL BE ENTITLED TO APPOINT ANOTHER MEMBER AS PROXY BY NOTICE GIVEN TO THE SECRETARY NO LATER THAN 24 HOURS BEFORE THE APPOINTED TIME OF THE ANNUAL GENERAL MEETING.

**APPOINTMENT OF PROXY**

I \_\_\_\_\_ OF \_\_\_\_\_

MEMBER NUMBER \_\_\_\_\_ BEING A FINANCIAL MEMBER OF THE NEWCASTLE HUNTER JAZZ CLUB DO HEREBY APPOINT \_\_\_\_\_

OF \_\_\_\_\_ MEMBER NUMBER \_\_\_\_\_ BEING A FINANCIAL MEMBER OF NEWCASTLE & HUNTER JAZZ

CLUB AS MY/OUR PROXY TO VOTE ON MY/OUR BEHALF AT THE 2017 ANNUAL GENERAL MEETING

SIGNED \_\_\_\_\_ DATED THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2016

**2018 Membership Due 30th September, 2017**

**UNFINANCIAL MEMBERS ARE NOT ELIGIBLE TO VOTE. THOSE WISHING TO VOTE AT THE AGM PLEASE PAY YOUR SUBSCRIPTION BEFORE 22nd October, 2017**  
ALL FINANCIAL MEMBERS ARE INVITED TO STAND FOR POSITIONS ON THE COMMITTEE. THE COMMITTEE MEETS ONCE A MONTH. AN ELECTED COMMITTEE MEMBER IS EXPECTED TO ATTEND THE MAJORITY OF COMMITTEE MEETINGS.

**NOMINATION FORM**

I WSH TO NOMINATE FOR THE POSITION OF PRESIDENT, VICE PRESIDENT, SECRETARY, TREASURER, OR ONE OF THE ORDINARY MEMBERS. (CROSS OUT NON APPLICABLE POSITIONS)

NAME OF NOMINEE \_\_\_\_\_ MEMBERS NUMBER \_\_\_\_\_ BEING A FINANCIAL MEMBER OF NEWCASTLE & HUNTER JAZZ CLUB

NOMINATED BY \_\_\_\_\_ MEMBERS NUMBER \_\_\_\_\_ \* \* \* \* \*

SECONDED BY \_\_\_\_\_ MEMBER NUMBER \_\_\_\_\_ \* \* \* \* \*

I ACCEPT THE ABOVE NOMINATION SIGNED \_\_\_\_\_

Newcastle & Hunter Jazz Club Inc, Annual AGM Nomination form. Financial members only eligible to vote

**MEMBERSHIPS DUE 30TH SEPTEMBER 2017**  
**The Newcastle and Hunter Jazz Club Annual General Meeting**  
**Sunday 29th October, 2017, 11.00am**  
**Central Charlestown Leagues Club**