



Tugun Surf Life Saving Club Inc  
29 O'Connor Street  
PO Box 537 Tugun QLD 4224  
Phone: (07) 5534 2888  
[surfadmin@tugunslsc.com.au](mailto:surfadmin@tugunslsc.com.au)  
[www.tugunslsc.com.au](http://www.tugunslsc.com.au)  
ABN: 23 531 283 216

10<sup>th</sup> May 2024

### **TUGUN SURF LIFE SAVING CLUB 2023/2024 ANNUAL GENERAL MEETING**

Notice is hereby given of the Annual General Meeting of Tugun Surf Life Saving Club Inc. *(in accordance with the Tugun SLSC Constitution Clause 20: Notice of Annual General Meeting)*

**DATE** Sunday 30<sup>th</sup> June 2024  
**TIME** 10.00am (9.30am for registration, Annual Report collection)  
**LOCATION** Tugun Surf Life Saving Club Waves Room

***The business to be conducted is as follows:***

1. Recording of attendance and apologies;
2. President's Address;
3. Confirmation of the previous year's Annual General Meeting minutes and business arising;
4. Presentation and Adoption of the 2023/2024 Annual Report (including presentation of the reports of the Board and Junior Activities Committee);
5. Presentation of 2023/24 Audited financial statements;
6. Election of Board of Directors as per the Constitution Clause 30 Election of Directors;
7. Endorsement of Branch Councillor (Club President);
8. Appointment of Junior Activities Committee;
9. Appointment of other Club Officer and Committee Positions;
10. Appointment of 2024/2025 Season Auditor  
**Motion:** The Club seeks approval for the appointment of CAAAS Audit Services for the 2024/2025 Season
11. Affiliations;  
**Motion:** The Club seeks to formally affiliate with the Point Danger Branch, Surf Life Saving Queensland Inc. and Surf Life Saving Australia Ltd and further the Club agrees to abide by the Constitutions, Rules, Regulations, and resolutions together with the awards and equipment of Surf Life Saving Queensland Inc. and Surf Life Saving Australia Ltd.
12. Tugun Surf Life Saving Supporters Association Affiliation;  
**Motion:** The Club recognises the affiliation of the Tugun Surf Life Saving Supporters Association.
13. Motions (of which due notice has been given); and
14. General Business (at the discretion of the Chair)

**NOTE:** A copy of the Club constitution is available by clicking on this [link](#). Or can be requested via email [surfadmin@tugunslsc.com.au](mailto:surfadmin@tugunslsc.com.au)

---

Greg Hamilton  
**Secretary**



Tugun Surf Life Saving Club Inc  
29 O'Connor Street  
PO Box 537 Tugun QLD 4224  
Phone: (07) 5534 2888  
[surfadmin@tugunslsc.com.au](mailto:surfadmin@tugunslsc.com.au)  
[www.tugunslsc.com.au](http://www.tugunslsc.com.au)  
ABN: 23 531 283 216

## **MEETING DOCUMENTATION**

All meeting documentation, including nomination forms is located at the following [link](#) or can be requested by emailing [surfadmin@tugunslsc.com.au](mailto:surfadmin@tugunslsc.com.au)

## **NOTICE OF MOTION**

### ***As per Clause 22: Notice of Motion of the Tugun SLSC Constitution***

Members shall be entitled to submit notices of motion for inclusion as special business at a General meeting. All notices of motion must be submitted in writing to the Secretary not less than 30 days (excluding receiving date and meeting date) prior to the General Meeting.

Notices of motion must include a mover and seconder who must be members of the meeting to which the Notice of Motion will be referred.

**Notice of Motions are due 2<sup>nd</sup> June 2024 @ 3pm**

## **VOTING**

### ***As per Clause 25.1: Members entitled to Vote of the Tugun SLSC Constitution***

Each Member over the age of 15 years and entitled to vote as set out in Clause 12.1 shall have one vote at the General Meeting which, subject to this Constitution, shall be exercised by that Member.

### ***As per Clause 25.2: Casting Vote of the Tugun SLSC Constitution***

Where voting at General Meeting is equal, the Chair may exercise a second or casting vote.

## **NOMINATION FOR BOARD OF DIRECTORS**

### ***As per Clause 29.1: Composition of the Board of the Tugun SLSC Constitution***

The Board shall comprise:

- (a) The President;
- (b) The Treasurer;
- (c) The Secretary;
- (d) The Life Saving Director;
- (e) The Surf Sports Director;
- (f) The Junior Activities Director.

Who must all be individual members and who shall be elected under **clause 30**.

### ***As per Clause 30.3: Term of Office of Director of the Tugun SLSC Constitution***

- (a) The President, Secretary and Treasurer and Directors shall be elected by the Members from amongst nominations submitted as set out in clause 30.1 for terms of 2 years, which shall commence from the conclusion of the Annual General Meeting at which the election occurred until the conclusion of the Second Annual General Meeting following.

- (b) The President, Life Saving Director and Junior Activities Director shall be elected in each year of even number and the Secretary, Treasurer and Surf Sports Director shall be elected in each year of odd number.

***As per Clause 30.1: Nomination of Candidates of the Tugun SLSC Constitution***

**30.1 Nominations of Candidates**

- a)** Nominations for candidates to be elected to the Board shall be called for by the Association forty-two days prior to the Annual General Meeting.
- b)** When calling for nominations the Association shall also provide details of the necessary qualifications including the requirements under the Act and job description for the positions (if any). Qualifications and job descriptions shall be as determined by the Board from time to time.
- c)** Nominations of candidates for election as Directors (including the President) shall be:
- i.** Made in writing, signed by two Members and accompanied by the written consent of the nominee (which may be endorsed on the form of nomination); and
  - ii.** Delivered to the Association not less than 30 days before the date fixed for the holding of the Annual General Meeting, and the Association shall send the nominations to the Members entitled to receive notice under this Constitution together with the agenda for that General Meeting.
- d)** If there is more than one nomination for any of the vacancies to be filled, voting papers shall be prepared containing the names of the candidates in alphabetical order, for each vacancy on the Board.

***As per the Terms of the Constitution Nominations to the Board of Directors are called for the following:***

- President (Term 2 years)
- Director of Lifesaving (Term 2 years)
- Director of Junior Activities (Term 2 years)
- Director of Surf Sports (Term 1 year due to vacancy)

***As per Bylaw 1.2: Other Officers***

- a) All or any of the following officers, may be elected at the Annual General meeting:

***Nominations***

Nominations for the Board of Directors must be completed in writing, on the “Club Nomination” form. The nomination form is available from the Club Office or download via this [link](#), with the signed consent of the nominee and signed by two (2) members.

***Nominations for the Board of Directors and Other Officer and Committee Roles are due 2<sup>nd</sup> June 2024 @ 3pm.***

***Please address all nominations to:***

The Secretary  
Tugun SLSC  
PO Box 537  
Tugun QLD 4224  
Email: [secretary@tugunslsc.com.au](mailto:secretary@tugunslsc.com.au)