

**Postal Address:** Croydon Chess Inc  
P O Box 75,  
Croydon 3136

**Email:** [secretary@croydonchess.com](mailto:secretary@croydonchess.com)

**Web:** [www.croydonchess.com](http://www.croydonchess.com)

Emailed or sent to members: Monday, 7<sup>th</sup> January 2019

## **NOTICE OF ANNUAL GENERAL MEETING**

Notice is hereby given that the Annual General Meeting of Croydon Chess Incorporated is scheduled to start at **7:30pm** on **Thursday, 31<sup>st</sup> January 2019** at the Croydon RSL, 1 Civic Square, Croydon.

Copies of this agenda, related papers and nomination forms will be made available at the meeting from 30 minutes before the start. Many will also available for download from the club's website [www.croydonchess.com](http://www.croydonchess.com).

## **AGENDA**

*Documents referred to in this agenda will be available at the meeting:*

- *Minutes of 2018 Annual General Meeting\**
- *Nomination form\**
- *2018 President's Report\* and Treasurer's report*
- *Proposed 2019 Calendar of Activities\**
- *Proposed 2019 Budget*

*\* These documents are available on our website.*

### **1. Opening and Preliminary Business**

- 1.1 Time
- 1.2 Opening remarks
- 1.3 Attendance
- 1.4 Minutes of previous Annual General Meeting

**Motion:** That the record of minutes of the previous Annual General Meeting, incorporating amendments made at this meeting (if any), be adopted.

## **2. 2018 Annual Reports**

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2.1 President's Report – Kyle Gibson

**Motion:** That the 2018 President's Report be adopted

2.2 Treasurer's Report – Pearl Yung

**Motion:** That the 2018 Treasurer's Report be adopted.

## **3. Proposed Calendar of Activities for 2019**

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3.1 Presentation of proposed 2019 Calendar – Ian Birchall

3.2 Questions and discussion

3.3 Amendments to Proposed Calendar (if any)

3.4 Adoption of Proposed Calendar

**Motion:** That the proposed 2019 Croydon Chess Calendar, incorporating amendments made at this meeting (if any), be adopted.

## **4. Proposed Budget for 2018**

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4.1 Presentation of 2019 Budget – Pearl Yung

Please note that the following proposed 2019 Membership Structure:

\$70 Adults (Concession \$60)

\$60 1<sup>st</sup> Child (under 18)

\$40 2<sup>nd</sup> Child

\$0 further children.

4.2 Questions and discussion

4.3 Amendments to Proposed Budget (if any)

4.4 Adoption of Proposed Budget

**Motion:** That the proposed 2019 Croydon Chess Inc. Budget, incorporating amendments made at this meeting (if any), be adopted.

## **5. Motions On Notice**

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5.1 None

## **6. Election of Committee**

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- 6.1 President
- 6.2 Vice-President
- 6.3 Treasurer
- 6.4 Secretary – (also Registrar and Public Officer)
- 6.5 General Committee Members (number to be decided at meeting)

## **7. Assignment of Organisational and other positions\***

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- 7.1 Junior & Youth Program Director – organise coaching & tournaments
- 7.2 Senior Club Program Director – organise coaching & tournaments
- 7.3 Junior & Youth Coaches – volunteer, unpaid coaches
- 7.4 Senior Club Coaches – volunteer, unpaid coaches
- 7.5 Liaison Officer – liaise with community, government, media, sponsors
- 7.6 Library Manager – manage the acquisition & borrowing of chess resources
- 7.7 Website Manager – ensure website operation
- 7.8 Website Editor – update website content
- 7.9 Auditor
- 7.10 Other positions (e.g. Presentation Night organiser, Social Activities, Archives, Assistant Membership Registrar)

\* While these are not official Committee positions, the Committee sees the need to allocate important duties to responsible people (members or non-members) with expertise, experience or interest in the particular area. If you wish to assist or gain experience in any of these areas please let the Secretary know.

## **8. General Business**

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- 8.1 Players failing to notify arbiter of a foreseeable absence from a round.
- 8.2 Authorised signatories for bank accounts.

## **9. Close of Meeting**

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- 9.1 Time