



Postal Address: Croydon Chess Inc
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Date: Sunday, 8th January 2023

NOTICE OF 2023 ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of Croydon Chess Incorporated is scheduled to start at **7:35pm** on **Tuesday, 31st January, 2023** at the Croydon RSL, 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 may also available for download from the club's website www.croydonchess.com as we get closer to the meeting date.

AGENDA

Copies of documents referred to in this agenda will be available for perusal at the meeting:

- *This Agenda**
- *Minutes of 2022 Annual General Meeting**
- *2022 Annual reports – President* & Treasurer*
- *Proposed 2023 Calendar of Activities**
- *Proposed 2023 Budget*

In addition, single copies of these information documents will also be available

- *Responsibilities of Committee Members**
- *Model Rules of an Incorporated Association**

** These documents are available in the "Admin" section of our website on the "2023 AGM" page.*

1. Opening and Preliminary Business

- 1.1 Quorum, calling the meeting to order & starting time
- 1.2 Welcoming remarks by Chairperson.
- 1.3 Apologies. Record of Attendance.
- 1.4 Minutes of previous Annual General Meeting as confirmed by the Committee.

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

- 1.5 Business arising from minutes of previous Annual General Meeting.

2. 2022 Annual Reports

- 2.1 President's Report – Kyle Gibson

Motion: That the 2022 President's Report be accepted.

- 2.2 Treasurer's Report – Pearl Yung

Motion: That the 2022 Treasurer's Report be accepted.

3. Proposed Calendar of Activities for 2023

- 3.1 Presentation of proposed 2023 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 2023 Croydon Chess Calendar, incorporating amendments made at this meeting (if any), be adopted.

4. Proposed Budget for 2023

- 4.1 Presentation of 2023 budget – Pearl Yung
- 4.2 Questions and discussion
- 4.3 Membership fee 2023

Motion: Full year 2023 membership fees:

Adults \$70; Concession \$60

U18 children: 1st \$60; 2nd \$40; 3rd \$0 (same household)

- 4.4 Amendments to Proposed Budget (if any)
- 4.5 Adoption of Proposed Budget

Motion: That the proposed 2023 Croydon Chess Inc. budget, incorporating amendments made at this meeting (if any), be adopted.

5. Motions On Notice

- 5.1 None

6. Election of 2023 Committee

- 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*

- 7.1 Junior, Youth & Senior Program Organisers – organise coaching & tournaments
- 7.2 Junior & Youth Coaches – volunteer coaches
- 7.3 Senior Club Coaches – volunteer coaches
- 7.4 Liaison Officer – liaise with community, government, media, sponsors
- 7.5 Library Manager – manage the acquisition & borrowing of chess resources
- 7.6 Website Manager – ensure website operation
- 7.7 Website Designer – develop the appearance, usability and function of our new website
- 7.8 Website Content Editor – update website content
- 7.9 Game entry Assistant – create and ready pgn of Senior club games for publication
- 7.10 Social activities Organiser – Presentation Night
- 7.11 Archives Manager – club records, photos, videos & history
- 7.12 Auditor

* 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

- 8.1 Record of authorised signatories for club bank account.
- 8.2 Issues for the 2023 Committee to consider.
- 8.3 Motions of thanks.

9. Close of Meeting

- 9.1 Thank you for attending.
- 9.2 Finish time.