



Postal Address: Croydon Chess Inc
P O Box 75,
Croydon 3136
Email: secretary@croydonchess.com
Web: www.croydonchess.com
Email Date: Sunday, 7th January 2024

NOTICE OF 2024 ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of Croydon Chess Incorporated is scheduled to start at **7:35pm** on **Thursday, 25th January, 2024** 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 be available for download from the club's website www.croydonchess.com as the meeting date approaches.

AGENDA

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

- *This Agenda**
- *Minutes of 2023 Annual General Meeting**
- *2023 Annual reports – President & Treasurer*
- *Proposed 2024 Calendars of Activities – Beginners, Youth, Junior & Senior**
- *Proposed 2024 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 "Documents" section of our website.*

1. Opening and Preliminary Business

- 1.1 Checking quorum, calling the meeting to order & starting time.
- 1.2 Appointment of 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 the previous Annual General Meeting.

2. 2023 Annual Reports

- 2.1 President's Report – Kyle Gibson

Motion: That the 2023 President's Report be accepted.

- 2.2 Treasurer's Report – Garry Voigt / Ian Birchall

Motion: That the 2023 Treasurer's Report be accepted.

3. Proposed Calendars of Activities for 2024

- 3.1 Presentation of proposed 2024 Calendars – Ian Birchall
- 3.2 Questions and discussion
- 3.3 Amendments to proposed Calendars (if any)
- 3.4 Adoption of proposed Calendars

Motion: That the proposed 2024 Croydon Calendars of Activities, incorporating amendments made at this meeting (if any), be adopted.

4. Proposed Budget for 2024

- 4.1 Presentation of the 2024 budget – Garry Voigt / Ian Birchall
- 4.2 20th Celebrations Cup – budget: entry fee & prizes
- 4.3 Questions and discussion
- 4.4 Membership fees 2024

Motion: That the schedule of membership fees for 2024 be:

\$60: Individual membership

Once one family member (parent or child) pays \$60 for individual membership, then

\$40: for the next family member under 18

\$0 : for any further family members under 18

Plus a surcharge of \$10 if not paid directly to our bank account.

After term 1, the above fees become pro-rata per term (including the current term) plus \$5, paid to our bank account.

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

Motion: That the proposed 2024 Croydon Chess Inc. budget, incorporating amendments made at this meeting (if any), be adopted.

5. Adoption of Mission Statement

Motion: That the club adopts the following mission statement, previously discussed and approved by the 2023 Committee:

“Croydon Chess Club aims to provide a safe, inclusive environment for the enjoyment of the world’s most popular mind-sport. The club focuses on helping members of all ages improve their chess skills and aims to provide organised coaching and regular opportunities for recreational and competitive play at a wide range of levels.”

6. Motions On Notice

- 6.1 None

7. Election of 2024 Committee

- 7.1 President
- 7.2 Vice-President
- 7.3 Treasurer
- 7.4 Secretary – (also Registrar and Public Officer)
- 7.5 General Committee Members (number to be decided at meeting)

8. Assignment of Organisational and other positions*

- 8.1 Junior, Youth & Senior Program Organisers – organise coaching & tournaments
- 8.2 Junior & Youth Coaches – volunteer coaches
- 8.3 Senior Club Coaches – volunteer coaches
- 8.4 Liaison Officer – liaise with community, government, media, sponsors
- 8.5 Library Manager – manage the acquisition & borrowing of chess resources
- 8.6 Website Manager – ensure website operation
- 8.7 Website Designer – develop the appearance, usability and function of our new website
- 8.8 Website Content Editor – update website content
- 8.9 Game entry Assistants – create and ready pgn of Senior club games for publication
- 8.10 Social activities Organiser – Presentation Night
- 8.11 Archives Manager – club records, photos, videos & history
- 8.12 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.

9. General Business

- 9.1 Record of authorised signatories for club bank account.
- 9.2 Chess Victoria executive proposal – Competitor Register & \$10 fee - response
- 9.3 Significant issues for the 2024 Committee to consider.
- 9.4 Motions of thanks.

10. Close of Meeting

- 10.1 Thank you for attending.
- 10.2 Finish time.