

Brisbane Basketball Incorporated



NOTICE OF ANNUAL GENERAL MEETING 2016

The Annual General Meeting of
Brisbane Basketball Incorporated
will be held on 16th June 2016
(amended) at 7:00pm
in the Boardroom
Brisbane Basketball Incorporated
NAB Stadium
16 Dixon Street
Auchenflower

Agenda

1. Opening
2. Attendance and apologies
3. Minutes of the previous Annual General Meeting 28th May 2015 (for confirmation by ordinary resolution)
4. Presentation of Reports
 - Management Committee Report
 - Administration Report
5. Presentation of Financial Report and Auditor's Report
6. Adoption of Financial Report and Auditor's Report (by ordinary resolution)
7. Appointment of Auditor (by ordinary resolution)
 - Proposed Auditor: Vincents
8. Life Membership - TBA
9. Election of the Management Committee
 - Management Committee currently consists of:

Management Committee

President	Tony Cotter	Elected 2015 AGM
Vice President	Rod Sengstock	Elected 2015 AGM
Secretary	Patricia Hayes	Elected 2014 AGM
Treasurer	Heather Kenyon	Elected 2015 AGM
Committee Member	Peter Farlow	Elected 2014 AGM
Committee Member	Otto Christensen	Elected 2014 AGM
Committee Member	Sue Jarvis	Elected 2015 AGM
Committee Member	Gavin de la Cruz	Elected 2015 AGM
Committee Member	Tim Johnson	Elected 2015 AGM
Committee Member	Rod Baker	Elected 2014 AGM
Committee Member	Wayne Moore	Elected 2015 AGM
Committee Member	Tom Coogan	Elected 2015 AGM
Committee Member	Hans Lesquillier	BBRA representative

- Elections will be held for the positions shaded in grey.

10. Review of proposed amendments to the association's constitution

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Patricia Hayes

Secretary Date of notice: 9th May 2016

Call for Nominations

Nominations of members of Brisbane Basketball Incorporated for the elections to the management committee are called for.

To be valid, nominations must:

- be of a current member of Brisbane Basketball Incorporated; and
- be in writing (a sample nomination form is **Attachment 1** to this notice); and
- be signed by the candidate; and
- be signed by a member of Brisbane Basketball Incorporated who is proposing the candidate and by another member who is seconding the candidate; and
- be lodged with the Secretary with resume by close of business **2nd June 2016**.

LATE NOMINATIONS CANNOT BE ACCEPTED, UNLESS THERE ARE INSUFFICIENT NOMINATIONS IN WHICH CASE NOMINATIONS MAY BE TAKEN FROM THE FLOOR OF THE MEETING.

Members are not eligible to be nominated for election to the management committee if they:

- have been convicted on indictment of an offence for which the rehabilitation period (usually 5 or 10 years) has not expired; or
- have been summarily and sentenced to imprisonment (other than in default of payment of a fine) for an offence for which the rehabilitation period (usually 5 or 10 years) has not expired; or
- are an undischarged bankrupt or subject to a form of insolvency administration outside Bankruptcy.

Voting at the AGM

Affiliated Teams may appoint a representative to vote at the AGM by using the form in **Attachment 2** to this notice. The form must be handed in to the Secretary by no later than 1 hour before the start of the AGM (i.e. by 6:00pm on **16th June 2016**).

Affiliated Clubs may appoint a representative to vote at the AGM by using the form in **Attachment 3** to this notice. The form must be handed in to the Secretary by no later than 1 hour before the start of the AGM (i.e. by 6:00pm on **16th June 2016**).

Affiliated Associations may appoint a delegate to vote at the AGM by using the form in **Attachment 4** to this notice. The form must be handed in to the Secretary by no later than 1 hour before the start of the AGM (i.e. by 6:00pm on **16th June 2016**).

Life Members and the **President**, **Vice-President**, **Secretary** and **Financial Director** may attend the meeting in person or by appointing a proxy by using the form in **Attachment 5** to this notice. The form must be handed in to the Secretary by no later than the start of the AGM (i.e. by 6:00pm on **16th June 2016**).

AFFILIATED TEAMS, CLUBS AND ASSOCIATIONS AND THEIR REPRESENTATIVES AND DELEGATES CANNOT APPOINT PROXIES.

Attachment 1
Nomination form

To: The Secretary
Brisbane Basketball Incorporated
16 Dixon Street
AUCHENFLOWER QLD 4066

The following candidate is nominated for election to the following position on the management committee:

- ☐ Vice President
- ☐ Secretary
- ☐ Ordinary management committee member (4)

Full name of candidate:

Address:

Phone:

Signature of candidate:

Date signed:

Proposed by:

Name of member:

Signature:

Date signed:

Details of person signing above if signing for an affiliated club/team/association

Seconded by:

Name of member:

Signature:

Date signed:

Details of person signing above if signing for an affiliated club/team/association

Attachment 2

Appointment of representative for Affiliated Team

To: The Secretary
Brisbane Basketball Incorporated
16 Dixon Street
AUCHENFLOWER QLD 4066

Name of Affiliated Team:

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This is to certify that the Affiliated Team named above held a meeting as noted below and decided to appoint the representative named below to vote for the Affiliated Team at the Annual General Meeting of Brisbane Basketball Incorporated to be held on **16th June 2016**.

Representative appointed:

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When meeting was held:

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Where meeting was held:

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How many members of the Affiliated Team were at the meeting:

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Did the Affiliated Team appoint one of its members to sign this form on behalf of the Affiliated Team?

☐ YES
▼

☐ NO
▼

Name of member authorised to sign this form:

Signatures of all members of the Affiliated Team:

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Signature of member authorised to sign this form:

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Attachment 3

Appointment of representative(s) for Affiliated Club

To: The Secretary
Brisbane Basketball Incorporated
16 Dixon Street
AUCHENFLOWER QLD 4066

Name of Affiliated Club:

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This is to certify that the management committee of the Affiliated Club named above has met in accordance with the rules or constitution of the Affiliated Club and resolved to appoint the representatives named below to exercise the numbers of votes specified for the Affiliated Club at the Annual General Meeting of Brisbane Basketball Incorporated to be held on **16th June 2016**.

(If only one representative is named, the number of votes need not be specified and in that case the representative exercises all of the votes for the Affiliated Club.)

Names of representatives:

Number of votes:

Signature of member of
management committee of
Affiliated Club:

Name:

Position:

Date signed:

Attachment 4

Appointment of delegate for Affiliated Association

To: The Secretary
Brisbane Basketball Incorporated
16 Dixon Street
AUCHENFLOWER QLD 4066

**Name of Affiliated
Association:**

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This is to certify that the management committee of the Affiliated Association named above has met in accordance with the rules or constitution of the Affiliated Association and resolved to appoint the delegate named below to exercise all of the votes for the Affiliated Association at the Annual General Meeting of Brisbane Basketball Incorporated to be held on **16th June 2016**.

Name of delegate:

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Signature of member of
management committee of
Affiliated Association:

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Name:

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Position:

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Date signed:

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Attachment 5

Form of proxy

To: The Secretary
Brisbane Basketball Incorporated
16 Dixon Street
AUCHENFLOWER QLD 4066

I (name)
of (address)

being a member of the above mentioned Association, hereby appoint

(name of proxy)

as my proxy to vote for me on my behalf at the annual general meeting of the Association, to be held **16th June 2016** and at any adjournment thereof.

Signed on (date)
Signature

This form is to be used in favour of/against the resolutions below. *Strike out whichever is not desired. (Unless otherwise instructed, the proxy may vote as he or she thinks fit.)

Motion	How vote to be exercised
That the minutes of the previous Annual General Meeting 28 th May 2015 be confirmed	* in favour of * against
That the Financial Report and Auditor's Report be adopted	* in favour of * against
That an Auditor be appointed as the Association's Auditor	* in favour of * against