

INGLEBURN RSL SUB-BRANCH CLUB LIMITED
ABN 38 163 551 086

NOTICE OF ANNUAL GENERAL MEETING

Annual General Meeting

Notice is hereby given to members of the Annual General Meeting of the Club which is to be held in the Bardia Room of the Club 70 Chester Road Ingleburn on Thursday 30th April 2020 commencing at 7.30pm.

The Agenda

1. To confirm the minutes of the previous Annual General Meeting held on Thursday 18th April 2019.
2. To receive apologies.
3. To receive and consider for adoption the President's Annual Report.
4. To receive and consider for adoption the Statement of Financial Performance for the year ended 31st December 2019, and the Statement of Financial Position as at 31st December 2019, together with the Auditor's Report thereon.
5. To announce the result of the Ballot for Directors and declare Directors elected in accordance with the triennial rule.
6. To consider and vote upon the Ordinary Resolutions as set out below.
7. To deal with any other business that the meeting approves of, of which due notice has not been given.

Voting for Directors

Election Voting for Club Directors will take place in the Club foyer and will be conducted by Australian Electoral Company during the following times:

Friday	17 th April 2020	10am to 8pm
Saturday	18 th April 2020	10am to 8pm
Sunday	19 th April 2020	10am to 8pm
Monday	20 th April 2020	10am to 8pm
Tuesday	21 st April 2020	10am to 8pm

Election results will be declared at the Club's AGM held on Thursday 30th April 2020.

First Ordinary Resolution

- “(a) That pursuant to the Registered Clubs Act the members hereby approve and agree to expenditure by the Club in a sum not exceeding (\$90,000) over the following 12 months until the next Annual General Meeting of the Club for the following expenses subject to approval by the Board of Directors:
- (i) The reasonable costs of Directors attending seminars, lectures and other educational activities as determined by the Board from time to time.
 - (ii) The reasonable costs (including travel and accommodation expenses and other reasonable out of pocket expenses) of Directors attending meetings, conferences

and trade shows conducted by ClubsNSW, the Clubs Directors Institute, the Club Managers Association, RSL Clubs Association and the Leagues Clubs Association and such other conferences and trade shows as determined by the Board from time to time.

- (iii) The reasonable cost of Directors attending any other registered Clubs for the purpose of viewing and assessing its facilities as determined by the Board as being necessary for the benefit of the Club.
 - (iv) The reasonable cost of Directors and partners of Directors attending any Club, Club industry, community or charity functions as the representatives of the Club and authorised by the Board to do so and the reimbursement to Directors of reasonable out of pocket expenses when representing the Club at these functions.
 - (v) The reimbursement of reasonable out of pocket expenses incurred by Directors travelling to and from any additional or special Board meetings or other duly constituted meetings of any committee of the Board.
 - (vi) The reasonable cost of a meal and beverage for each Director before and after a Board or committee meeting on the day of that meeting when such meeting coincides with a normal meal time.
 - (vii) The reasonable expenses incurred by Directors either within the Club or elsewhere in relation to such other duties including entertainment of special guests of the Club and other promotional activities approved by the Board on production of documentary evidence of such expenditure.
 - (viii) The reasonable cost of Directors entertaining guests whilst they are on duty at the Club provided such entertaining is limited to meals, beverages and internal shows.
 - (ix) The reasonable cost of supplying Directors with a Club blazer, a Club tie, trousers and a Club shirt.
 - (x) The provision of designated car parking spaces for Directors in the Club's car park.
- (b) The members acknowledge that the benefits in paragraph (a) are not available for members generally but are only for those who are Directors of the Club."

Notes to Members on the First Ordinary Resolution

1. The first Ordinary Resolution is to have the members in general meeting approve various expenditure by the Club for Directors including to attend seminars, lectures, trade displays and other similar events to be kept abreast of current trends and developments which may have a significant bearing on the Club and for other out of pocket expenses. Included in the First Ordinary Resolution is the cost of Directors attending functions as representatives of the Club and the costs of their spouses/partners also attending those functions.

Second Ordinary Resolution

- “(a) That the members hereby approve the payment of the following honorariums to the Directors of the Club for services as directors of the Club until the Annual General Meeting in 2021:
- (i) President - \$10,000.00; and

- (ii) Directors other than the President - \$5,000.00 each.
- (b) Such honorariums to be paid by monthly or other instalments as the Club and President and the Club and each Director may agree from time to time.
- (c) If the President or a Director only holds office for part of the term, the honorarium shall be paid on a pro-rata basis.”

Notes to Members on the Second Ordinary Resolution

1. The Second Ordinary Resolution is to have the members in General Meeting approve honorariums for the Directors of the Club for duties to be performed by them until the next Annual General Meeting. However, the honorariums will be paid on a pro-rata basis which means that a Director who only holds office for part of the year will only receive part of the honorarium. The honorarium proposed this year for the President is \$10,000 and for Directors is \$5,000 which is in recognition of the many hours of voluntary service provided by the President and the other Directors in attending to the Club’s business.

Third Ordinary Resolution

That the members approve Ingleburn RSL Club adsorbing, to a maximum of \$500, the catering cost of the wake of any Life Member of the Club held at the premises of the Club

Procedural Matters in relation to all the Ordinary Resolutions

1. To be passed each ordinary resolution must receive votes in its favour from not less than a simple majority of those members, who being entitled to do so, vote in person at the meeting.
2. Under the Registered Clubs Act, members who are employees of the Club are not entitled to vote.
3. Proxy voting is prohibited by the Registered Clubs Act.

Note to members regarding financial queries

Members who wish to raise any queries or seek information at the Annual General Meeting about the Financial Report or other matters pertaining to the affairs of the Club, are asked to give the Chief Executive Officer notice in writing of their queries or requests by Friday 24th April 2020. This will enable properly researched replies to be prepared for the benefit of Members.

Dated: 27th February 2020

By direction of the Board

Glenn Cushion
Chief Executive Officer