



**Ice Skating Victoria Incorporated**

**Registration Number: A0012348Z**

**ABN: 41 317 072 095**

**Administrative Body of Figure Skating in Victoria**

**Correspondence to: The Secretary, P.O. Box 667, Carnegie VIC 3163**

## **NOTICE OF ANNUAL GENERAL MEETING**

**THE 104<sup>th</sup> ANNUAL GENERAL MEETING ~ 2016/2017**

**ICE SKATING VICTORIA INC**

**VENUE: O'BRIEN GROUP ARENA, 105 PEARL RIVER ROAD, DOCKLANDS**

**SATURDAY 24<sup>TH</sup> FEBRUARY 2018 AT 9:30AM**

### **AGENDA**

#### **As Ordinary Business**

1. To confirm the Minutes of the 103<sup>rd</sup> Annual General Meeting held on Saturday 25<sup>th</sup> February 2017 AT 9:00am
2. To receive the Reports of Ice Skating Victoria activities for 2016/2017
3. To receive the Financial Statements for the year ending 30 September 2017
4. To elect the Office Bearers and Council members for the ensuing year
5. To elect the ISV delegates to Ice Skating Australia
6. To elect the Honorary Auditor
7. To set the amount of annual membership fees for the financial year
8. To deal with such items of business of which written notice has been given to the
  - i. Honorary Secretary at least fourteen (14) days prior to the date of the Annual
  - ii. General Meeting
9. To deal with such items of business such as special resolutions of which written notice has been given to the Honorary Secretary at least twenty-one (21) days prior to the date of the Annual General Meeting.

10.

## **ELECTIONS**

Nominations for the position of:

- President
  - Vice President
  - Secretary
  - Treasurer
  - FIVE (5) COUNCIL MEMBERS
  - ISA DELEGATES (3)
- Nominations must be electronically lodged with the Secretary at least seven (7) days prior to the meeting date. Nominations will close on Saturday 17<sup>th</sup> February, 2018.
- All nominations must be in writing, using the online registration form below, and completed by the nominee and confirmed by a seconder.
- All nominees and seconds must be full financial members of Ice Skating Victoria Inc. at the close of nominations, by **Saturday 17<sup>th</sup> February, 2018.**
- Nominations must be registered via the online form at the link below.
- Nominations and endorsements by the nominee and seconder represent agreement to the conditions of membership of ISV Inc.

### **Notes to the Notice of Annual General Meeting 2016/2017**

#### **Entitlement to attend and vote**

1. In order to have the right to attend or vote at the meeting a person must be entered on the register of members by 5.00pm on Friday 23<sup>rd</sup> February 2018.
2. Only full members are entitled to vote, including one parent/guardian of all junior members.
3. Associate members do not hold the right to vote.
4. Please see the Individual Membership Policy for further details
5. All other non-members or non-voting members may attend and must register with the secretary on arrival at the meeting.

#### **Appointment of Proxies**

1. As a member of the Association you are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote at the Meeting.
2. Any full member may carry a maximum of two (2) proxies on behalf of another full member who are unable to physically attend the Meeting.
3. These proxies must be registered prior to the commencement of the meeting.
4. Proxy forms are submitted online by the person nominated as a proxy.
5. The permission given to the Proxy to act on behalf of the Principal will be verified with the Principal via a separate private online form.

- Principal – person who cannot attend the meeting
  - Proxy – person voting on behalf of the member who will be absent from the meeting
6. The online proxy form must be completed by the Proxy

BY ORDER OF THE COUNCIL

Secretary

24<sup>th</sup> January 2018