

AGENDA for the 2023 Oakleigh Tennis Club A.G.M.

- 1) **ATTENDANCE & APOLOGIES** – to ensure we have enough members in attendance or by proxy for a quorum – 42 required. *(2 minutes)*
- 2) **MINUTES** of Oakleigh Tennis Club’s 2022 Annual General Meeting to be read & approved. *(5 minutes)*
- 3) **REPORTS** - we will keep them as brief as possible *(4 minutes each)*
 - PRESIDENT’S REPORT Donald Smith
 - TREASURER’S REPORT Rick Odgers / Donald Smith
 - CLUB HEALTH REPORT Donald Smith
 - SECRETARY’S REPORT Peter Spaltn
 - COACHES’ REPORT Tina Keown
- 4) **ELECTION OF OFFICE BEARERS & COMMITTEE MEMBERS** for 2023-24. *(3 minutes)*
- 5) **SETTING OF MEMBERSHIP FEE STRUCTURE for 2024-25**, as required by Item 12 in our club’s constitution. *(5 minutes)*
- 6) **GENERAL BUSINESS** *(20 minutes)* – which could include:
 - Caloola Reserve Tennis Facility update
 - Proposals for changes / updates to the club rules.
 - Any issues or suggestions that YOU want to raise.
- 7) **CLOSE MEETING** *(8:30pm- if the above estimated times are correct)*

If you don’t attend the A.G.M., you can’t voice your opinion or vote on the issues that arise, so **PLEASE SHOW YOUR SUPPORT FOR YOUR CLUB BY ATTENDING on Monday, November 13 at 7:30pm.**

However, if you are definitely unable to attend, please fill in a Proxy form and nominate another member who will be attending to vote on your behalf.

Thank you for your support.

We look forward to seeing you on the night.

Donald Smith

President (on behalf of the committee of Oakleigh Tennis Club)

OUR MUTUAL EXPECTATIONS

THE MEMBERS EXPECT the committee to:

- responsibly look after the club's finances
- maintain and improve the club's facilities
- enter teams (on time) into competitions
- provide coaching and social tennis

THE COMMITTEE EXPECTS the members to:

- keep their memberships up to date
- **attend the A.G.M. for 1 hour, once every year**
- give feedback on the committee's performance
- elect committee members & office bearers
- volunteer in some capacity to help the club run
- make suggestions to improve our club
- raise issues of concern regarding our club

A QUICK MEETING (which we intend to have) **IS A GOOD MEETING**, but it is of little value unless it is well-attended by the **MAJORITY** of members of the club.

NO ONE WILL BE PRESSURED to join the committee or to take on a role just because they have attended the Annual General Meeting,
BUT WE REALLY NEED YOUR HELP!!!