

Monday 29 July 2019

Dear Melbourne H2O Swimming Club Member,

The **2019 Melbourne H2O Swimming Club Annual General Meeting (AGM)** will be held on Saturday 21 September at 8:45am at the **Classroom upstairs of the swimming pool at Melbourne High School.**

As the AGM is a sanctioned meeting of the Club, it is important that we have a quorum so that the meeting can go ahead. At least **10% of the financial members aged 16 years and over** must be present [being members entitled under our Constitution to vote at a general meeting] to constitute a quorum for the conduct of the business of a general meeting.

**With 84 members aged 16 years and over, we require at least 8, preferably 9 adult members present at this year's AGM for the meeting to go ahead.**

We **strongly encourage** a parent from each family to attend the AGM as we will provide reports on the progress of the Club's business, financial and swimming performances at the meeting. We will also distribute the Annual Report.

We also **encourage all swimmers aged 16 years and over** to attend the AGM to support the club and ensure we have a quorum. The swimmers' attendance will also provide them with a better understanding of how the club operates.

#### **ELECTION OF 2019/20 OFFICE BEARERS**

All Office Bearer positions are declared vacant for the purposes of the election and are to be filled by the election. Each of the existing Office Bearers being eligible may offer themselves for re-election. Life Members and all Senior Members aged 16 years and over are entitled to vote in the elections either on the night or by proxy vote.

Please find attached the **Election of Office Bearers Form** and a **Proxy Form** if required. Nominations for the Board and Swim Committee together with any topics of General Business must be returned to Edmund Ow, Club Registrar at the MH2O Office preferably later than 5:00pm on Monday 16 September 2019. Elections will take place at the AGM.

If you have interest in either Board or Swim Committee positions and would like some more information, please contact our President Mitchell Faiman at [Mitchell.faiman@sap.com](mailto:Mitchell.faiman@sap.com) or myself at [squad.h2o@hotmail.com](mailto:squad.h2o@hotmail.com)

I look forward to seeing you all at the AGM.

Anita Kilmier

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**MELBOURNE H2O SWIMMING CLUB  
2019 ANNUAL GENERAL MEETING INVITATION**

The **Annual General Meeting of the Melbourne H2O Swimming Club Inc** (“the Club”) will be held at the: **classroom upstairs of swimming pool, South Melbourne School,** on **Saturday 21 September 2019 at 8:45am** to transact the following business:

1. Welcome by the President;
2. Apologies;
3. Accept the Minutes of the 2018 Annual General Meeting;
4. Presentation of the 2018/19 Reports;
5. Treasurer’s Report - To receive and consider the Annual Financial Report (comprising the financial statements and notes for the year and the Directors’ declaration about the statements and notes);
6. Address by representatives of our coaching team;
7. Election of 2019/20 Office Bearers;
8. To transact any other General Business which may lawfully be brought forward

All voting members are invited and encouraged to attend the AGM