



South Hawthorn Tennis Club

Organisation No: A14146Z

ABN: 11462255216

This notice is to inform members that the Annual General Meeting (AGM) of the South Hawthorn Tennis Club Inc. will be held on Tuesday 26th November 2024 at South Hawthorn Tennis Club, Cnr Widford St and Anderson Rd, Hawthorn East, commencing at 7.30pm.

We encourage you all to attend in person. Light drinks will be provided following the meeting.

- For members that cannot attend the AGM, may appoint another member to vote on their behalf by completing and submitting a proxy form
- During the AGM all current elected committee positions will be declared vacant and are now open for nomination

Email the Secretary at secretary@shtc.org.au to request any of the following documents prior to the AGM:

1. Minutes of 2023 AGM held on 29th November 2023
2. Annual Report for 2024 will be available from 18th November 2024
3. Financial Report for 2024 will be available from 18th November 2024.
 - Please note the Financial Statement will be presented by the Treasurer at the AGM

Attached to this notice are:

1. AGM Agenda
2. Nominations of Committee Members Form
3. Proxy Form

If you have any questions, please contact Helen Lew, Secretary secretary@shtc.org.au



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SOUTH HAWTHORN TENNIS CLUB INC.

ANNUAL GENERAL MEETING (AGM) AGENDA – Tuesday 26th November 2024

Commencing at 7.30pm

1. **Welcome and Opening of Meeting**
2. **Attendance, Proxies and Apologies**
3. **Confirmation of the minutes of AGM held on 29th November 2023**
4. **Matters arising from the Minutes of the previous AGM**
 - Nil
5. **Annual Report for year ended 31st Oct 2024 – Presented by President Ross Hudson**
 - Adopt and acceptance of Annual Report
6. **Treasurers Report and Financial Statement for the year ended 31st October 2024 – Presented by Paul Katz**
 - Adopt and acceptance of Treasurers Report and Financial Statement
7. **Election of the Committee Member in the following orders:**
 - President
 - Vice President
 - Secretary
 - Treasurer
 - A maximum of Six (6) Ordinary members (General Committee)

For President, Vice President, Secretary and Treasurer, if only single nominations have been received for these positions, no vote is required, and the nominee is elected unopposed.

For the positions of General Committee Members, if up to six single nominations have been received for these positions, no vote is required, and the nominees are elected unopposed.

8. **General Business**
 - Membership Fees for 2025/2026 (1 March 2025 to 28th February 2026) – no increase of current Membership Fees

If any member wishes to have any other business considered at the AGM, they must advise the Secretary secretary@shtc.org.au, no later than 5pm on Friday 22nd November 2024.

9. **Meeting Closed**



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ANNUAL GENERAL MEETING

Tuesday 26th November 2024 – Commencing at 7.30pm

COMMITTEE MEMBER NOMINATION FORM

- All South Hawthorn Tennis Club volunteer Committee members are required to have or obtain after election, a Working With Children Checks (WWCC)
- The nominee, proposer and seconder must be financial members of South Hawthorn Tennis Club Inc.

I, _____ (print name) wish to be nominated for the 2024/2025 Financial Year to the Position of (select below):

<input type="checkbox"/> President	<input type="checkbox"/> Vice President	<input type="checkbox"/> Secretary
<input type="checkbox"/> Treasurer	<input type="checkbox"/> General Committee Member	

Signature of Nominee: Date:

Proposed by (print name):

Signature of Proposer: Date:

Seconded by (print name):

Signature of Secunder: Date:

Committee Member Nominations must be received by the Secretary - secretary@shtc.org.au no later than 7.30pm on Tuesday 19th November 2024 – up to 7 days before the AGM as per the Constitution



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ANNUAL GENERAL MEETING
Tuesday 26th November 2024 – Commencing at 7.30pm**

PROXY FORM

I,(print name) being a financial member of South Hawthorn Tennis Club Inc. hereby appoint: -

.....(print name) being a financial member of South Hawthorn Tennis Club Inc. as my proxy to vote for me on my behalf at the Annual General Meeting of the South Hawthorn Tennis Club Inc. to be held at 7.30pm on Tuesday the 26th November 2024 and at any adjournment of that meeting. My proxy is authorised to vote as he or she may wish on any matter arising at the 2024 AGM including any ballot.

Signature of Member appointing Proxy Date

Proxies must be received by the Secretary - secretary@shtc.org.au no later than 7.30pm on Monday 25th November 2024 – up to 1 day before the AGM as per the Constitution. The proxies will also be used and counted as in attendance.