

COMBINED SERVICES RSL CLUB

CO-OPERATIVE LIMITED

2018 Election of the Board of Directors

ELECTION NOTICE

The Board has appointed Philip Binns, an Independent Returning Officer, as Returning Officer for the election of nine (9) members to the Board of the Combined Services RSL Club Co-Operative Limited.

NOMINATIONS

Nominations will be invited on and from Tuesday, 20 March 2018 for the following positions:

- President
- Vice President (Ex-Service)
- Honorary Treasurer
- Directors (6 to be elected in total) - Ex-Service (At least 1)
- Social (Up to 5)

Nomination forms and Candidate Profile forms will be available from the General Manager of the Club, or from the Returning Officer, telephone 043 221 8026, email returning.officer@ozemail.com.au, from Tuesday 20 March 2018.

Nominations must be in writing, signed by the candidate and at least two (2) other members of the Club eligible to nominate in accordance with the Constitution of the Club.

All candidates and nominators must be financial members of the Club as at the Close of Nominations, at **5.00 pm, Tuesday 10 April 2018**, and must have been financial members for at least 1 continuous year prior to their nomination. No candidate may be a member of the Board of another RSL Club.

Candidates for the position of Vice President and at least 3 of the remaining Board members shall at all times be full members of the Co-operative, who are also ordinary members of the Combined Services RSL Sub-Branch of the RSL Australia State Branch Sydney.

Candidates for the other positions may be either Life, Ex-Service or Social members.

Candidates for the positions of Treasurer and Ex-Service Director must have been nominated by 2 Ex-Service or Life members. Candidates for Social Director must have been nominated by 2 Ex-Service and/or Life and /or Social members.

Candidates must agree to fulfil the mandatory training requirements for Directors.

LODGEMENT OF NOMINATIONS

Nominations must be received by the Returning Officer by no later than 5.00 pm, Tuesday 10 April 2018.

A nomination cannot be withdrawn after this time and any defect must be rectified before this time.

Nominations may be lodged:

by post: PO Box 42 KINGSGROVE NSW 1480; or

by fax: (02) 9150 7662.

by email: returning.officer@ozemail.com.au

Should more than the required number of nominations be received a draw will be conducted to determine the order of candidates' names on the ballot paper at the Returning Officer's Office at 6.00 pm, Tuesday 10 April 2018. Candidates or their representatives are invited to witness the draw, and should contact the Returning Officer for further details if they intend to attend.

CANDIDATE PROFILE

Candidates must submit a passport style photograph of themselves and a Candidate Profile form with the Nomination form. The information supplied will be displayed at the Club, and posted with the ballot papers.

VOTING

Voting will be conducted by way of a postal ballot of all eligible members.

If an election is required, ballot papers will be posted to all eligible members by Monday 16 April 2018.

Eligible members who are financial as at Tuesday 10 April 2018 will be entitled to vote.

The ballot will close at 6.00 pm on Friday 4 May 2018. Ballot papers must be received by the Returning Officer by this time. A reply paid envelope addressed to the Returning Officer will be supplied with each ballot paper.

The voting method will be First Past the Post using numbers. Members must vote for the exact number to be elected in each ballot. The votes will be counted at the Club commencing at 7.00 pm on Friday 4 May 2018.

The Annual General Meeting is scheduled for Tuesday 8 May 2018.

Any enquiries concerning this election should be directed to the Returning Officer, on telephone 043 221 8026.

Philip Binns
Independent Returning Officer

COMBINED SERVICES RSL CLUB CO-OPERATIVE LTD

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of Combined Services RSL Club Co-operative Limited ('the Society') will be held in the Lower Ground Level, 5-7 Barrack Street, Sydney, on **Tuesday 8 May 2018**, commencing at 6:15pm.

The Business of the Meeting shall be:

1. **To confirm the Minutes of the last Annual General Meeting, held on Tuesday 16 May 2017**
2. **To receive from the Board of the Society reports upon the business and transactions of the Society during the financial year ended 31 December 2017, including:**
 - a) **President's Report**
 - b) **2017 Financial Statement**
 - c) **Honorary Treasurer's Report**
3. **Confirmation of Appointment of/Declaration of Ballot to elect Directors for the ensuing twelve months**
4. **To confirm the remuneration of the Auditor**
5. **Ordinary Resolutions:**

To consider and if thought fit, pass as Ordinary Resolutions the following:

ORDINARY RESOLUTION 1

That, pursuant to the Registered Clubs Act:

- A. Members hereby approve and agree to reasonable expenditure by the Club in a sum of not exceeding **\$10,000** (net of GST) until the next Annual General Meeting of the Club, for the following activities of Directors:
- a) The reasonable cost of meal and beverages for each Director immediately before or immediately after a Board or Committee Meeting on the day of that Meeting where the Meeting corresponds with a normal meal time;
 - b) (i) Reasonable expenses incurred by Directors attending in relation to such other activities including entertainment of special guests to the Club;
 - (ii) Reasonable cost of Directors attending all functions and activities at the Club, deemed by the Directors to be of benefit to the Club.
 - (iii) Reasonable expenses incurred by Directors travelling to and/or from Board or Committee meetings.
- B. Members acknowledge that the benefits in paragraph A. above are not available to members generally but only to those who are Directors of the Club and those members who are directly involved in the above activities.

ORDINARY RESOLUTION 2

That, pursuant to the Registered Clubs Act:

- A. Members hereby approve to reasonable expenditure by the Club in a sum not exceeding **\$12,500** (net of GST) for professional development and education of Directors to enable the Club's governing body to be kept abreast of current trends and developments, which have a significant bearing on the nature and way in which the Club conducts its business, until the next Annual General Meeting.

B. Members acknowledge that the benefits in paragraph A. above are not available to members generally but only to those members who are Directors of the Club and those members directly involved in the above activities.

ORDINARY RESOLUTION 3

That, pursuant to the Registered Clubs Act:

Members hereby agree to approve expenditure by the Club for a Board Annual Function in 2018 in a sum not exceeding **\$6,500** (net of GST) to be attended by Directors and their partner, senior Club management and their partner, local dignitaries, special guests and partners.

NOTES TO MEMBERS

These notes are to be read in conjunction with the proposed Ordinary Resolutions:

- 1. The first resolution is to have Members in General Meeting approve reasonable expenditure by the Club in relation to duties performed by the Club's Directors.*
- 2. The second resolution is to have Members in General Meeting approve reasonable expenditure by the Club in relation to professional development, industry awareness and mandatory (legislated) training for Directors.*
- 3. Each of the Ordinary Resolutions must be passed as a whole and cannot be amended from motions from the floor of the Meeting or divided into two or more separate motions.*
- 4. 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.*
- 5. The Board of the Club recommends the Ordinary Resolutions to Members.*

6. Special Resolution

SPECIAL RESOLUTION 1

The Board of Directors, at its meeting on 24 October 2017 and in the temporary absence of Mr Coffill, resolved, in accordance with Rule 18 (ii) (A):

That, Mr. Geoffrey R. Coffill be recommended to the next Annual General Meeting for election as a Life Member of the Co-operative, in recognition of his longstanding honorary service to the Co-operative.

NOTES TO MEMBERS

These notes are to be read in conjunction with the proposed Special Resolution:

- 1. A Special Resolution means a resolution of which notice has been given of the intention to propose the resolution as a special resolution and which is passed by **two-thirds** of the members who vote at a general meeting in person.*

2. *The Special Resolution must be passed in its entirety and cannot be amended by motion(s) from the floor of the Meeting or divided into separate motions.*

3. *Rule 18 (ii) (A) provides that:*

A member who has provided outstanding service to the co-operative in an honorary capacity for a period of not less than five (5) years may, on the recommendation of the Board, be elected as a Life member of the co-operative by a resolution passed by a majority of members voting at a general meeting.

4. *Mr Coffill has been an ex-Service (RSL) member of the Club for over 35 years. He has been a Director continuously since May 2004, served as Vice-President from 2009 and was elected as President in 2016.*

5. *Rules 18 (ii) (B) and (C) provide that:*

All voting in respect of Life membership shall be by secret ballot; and
Not more than one (1) Life member shall be elected in any financial year.

6. *The Board of the Club (with Mr Coffill abstaining) recommends the Special Resolution to Members.*

7. **Other Business: Members' comments or questions**

- No further **motions** can be put to the Annual General Meeting.
- Refreshments will be served at the conclusion of the Meeting.
- Two lucky door prizes of \$30 Club gift vouchers will be awarded via a random draw among Members who attend the Annual General Meeting.

PLEASE NOTE:

MEMBERS ARE REQUESTED TO INFORM THE GENERAL MANAGER, IN WRITING, SEVEN (7) BUSINESS DAYS PRIOR TO THE DATE OF THE ANNUAL GENERAL MEETING OF ANY QUERY RELATING TO THE FINANCIAL STATEMENT ON WHICH FURTHER INFORMATION MAY BE REQUIRED. SUCH INFORMATION, IF AVAILABLE, WILL BE EXTRACTED FROM THE RECORDS AND MADE AVAILABLE, IF PERMISSIBLE.

By Direction of the Board

I.L. Doherty
General Manager
28 February 2018

The Financial Statement is available on the Club's website: www.barracksonbarrack.com.au

If you would like a copy of the Financial Statement posted to you, please apply to:

**General Manager
Combined Services RSL Club Co-Operative Limited
5-7 Barrack Street
Sydney NSW 2000**

OR

(for a copy in .pdf format), by email to:

info@barracksonbarrack.com.au