



NEWCASTLE DISTRICT BOWLING ASSOCIATION (ZONE 2) INC

PHONES: 4929 3441

ADDRESS ALL CORRESPONDENCE TO:
90 Withers st West Wallsend 2286

EMAIL ADDRESS: zone2@ndba.com.au
WEBSITE: www.ndba.com.au

CIRCULAR NO.2023-21

TO ALL CLUB SECRETARIES, OFFICERS, SUB-COMMITTEE MEMBERS

PRELIMINARY NOTICE

ANNUAL GENERAL MEETING – 2023

In accordance with Article 16 of the Constitution notice is hereby given that the ONE HUNDRED & TWENTY FOURTH Annual General Meeting of the Newcastle District Bowling Association (Zone 2) Inc. will be held at:-

**ASSOCIATION HEADQUARTERS, CLUB LAMBTON,
ON MONDAY, SEPTEMBER 18, 2023
COMMENCING AT 5.30PM.**

ORDER OF BUSINESS

- a) The roll of clubs shall be called by the Administrator before proceeding with any other business. Each delegate shall be required to record his attendance.
- b) Confirmation of Minutes of the Previous Annual Meeting and of any Special Meetings held during the year.
- c) Consideration of the Annual Report, Balance Sheet and the Auditor's Report.
- d) Declaration of Ballot for Officers and Permanent Sub-Committees.
- e) Appointment of Auditor who shall be a Registered Public Accountant.
- f) Business of which due notice has been given.

NOMINATION FOR OFFICERS & PERMANENT SUB-COMMITTEES

Nominations are now called for the offices of President (1), Vice-Presidents (7), Treasurer (1) and Permanent Sub-Committees, all of whom shall be full members of an affiliated club. Nominations must be signed by the nominee and be proposed and seconded by members of the Board of Management of the Club of which the nominee is a member and delivered to the administrator of the Association at least 35 days before the date of the Annual Meeting. The names of all nominees and ballot papers shall be forwarded to all club secretaries at least 28 days before the Annual Meeting. **Should nominations fall short of the required number those nominated shall be declared elected and nominations for the vacant positions shall be called from the floor of the meeting and if needed a ballot shall be held to determine the successful nominees.**

Permanent Sub-Committees

The elected Executive will appoint the members of the following Sub-Committees FROM THE NOMINATIONS RECEIVED (Ballot NOT required)

THE PERMANENT SUB-COMMITTEES ARE:

- | | |
|------------------------|-------------|
| 1. Advisory Committee | (5 members) |
| 2. Greens Committee | (3 members) |
| 3. Junior Committee | (6 members) |
| 4. Match Committee | (6 members) |
| 5. Selection Committee | (5 members) |
| 6. Umpires Committee | (6 members) |

SPECIAL BUSINESS

Special business may be transacted at the Annual Meeting if at least 35 day's notice has been given in writing to the Secretary, who shall notify all Club Secretaries at least 28 days before the meeting of all business to be transacted thereat.

NOTE

Nominations for all Officers and Permanent Sub-Committees and any notices of special business must be in the hands of the Secretary by 4.00pm, **Monday, AUGUST 7, 2023**. A nomination form is enclosed, and additional forms may be obtained from the Secretary on request.

M CONWAY
PRESIDENT
27/04/2023

W.E. SHIPLEY
ADMINISTRATOR



NEWCASTLE DISTRICT BOWLING ASSOCIATION (ZONE 2) INC

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NOMINATION OF OFFICERS – SEASON 2023/24: _____.

WE HEREBY NOMINATE MR. _____

A FULL FINANCIAL MEMBER OF THE _____

BOWLING CLUB FOR THE POSITION OF _____

OF THE NEWCASTLE DISTRICT BOWLING ASSOCIATION FOR THE YEAR
COMMENCING 1st JULY 2023,

_____	<u>PROPOSER</u>
_____	PLEASE PRINT BOARD POSITION
_____	<u>SECONDER</u>
_____	PLEASE PRINT BOARD POSITION

**N.B. THE PROPOSER & SECONDER MUST BE MEMBERS OF THE BOARD OF
MANAGEMENT OF THE CLUB OF WHICH THE NOMINEE IS A MEMBER.**

**I CONSENT TO THE ABOVE NOMINATION AND AM PREPARED TO ACCEPT THE
POSITION IF ELECTED.**

BRIEF PERSONAL HISTORY _____

_____ **NOMINEE**

DATE _____



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ELECTION OF SUB-COMMITTEES – SEASON 2023/24: _____.

WE HEREBY NOMINATE MR. _____

A FULL FINANCIAL MEMBER OF THE _____

BOWLING CLUB FOR THE POSITION OF _____

OF THE NEWCASTLE DISTRICT BOWLING ASSOCIATION FOR THE YEAR
COMMENCING 1st JULY 2023,

_____	<u>PROPOSER</u>
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BRIEF PERSONAL HISTORY _____

_____ **NOMINEE**

DATE _____