

### **MEMO TO ALL AFFILIATED SENIOR CLUBS & EXECUTIVE**

In accordance with the provisions of the Constitution of Tennis Seniors Queensland Inc, the **Annual General Meeting** will be held at:

**Queensland Tennis Centre, 190 King Arthur Terrace, Tennyson on Thursday 13<sup>th</sup> December, 2018 at 6.00pm.**

The business of the Annual General Meeting is to receive the President's Annual Report, and the audited Financial Statements, to elect the office Bearers and Auditor for the coming current year, and to consider such other business as may be properly before the meeting. All members are welcome to attend but only nominated delegates of Affiliated Clubs are permitted to vote. **Please ensure that the TSQ Secretary has been advised of your Club's nominated delegate before the meeting.** Clubs may be represented at the meeting by a nominated delegate as long as that person is a bona fide member of an Affiliated Seniors Club. The appropriate form naming the delegate must be completed by Club Secretary and forwarded to TSQ Secretary **by Thursday 29<sup>th</sup> November, 2018.**

If an affiliated Club cannot be present at the meeting and wishes to vote, it may upon application to the Secretary, be issued with a specific ballot paper in respect of:

- **The election of office bearers**
- **The appointment of an Auditor**
- **Items of Approval as listed on the Agenda.**

The **ballot paper** must be counter-signed by the Club's President or Secretary and be in the hands of the TSQ Secretary prior to the commencement of the meeting.

1. **Nominations are called for the Management Committee, i.e. President, Vice-President, Secretary, Treasurer and Committee member.** These nominations should be on the attached form and must be signed by the Nominee, Nominator and Secunder and should be in the hands of the TSQ Secretary **by Thursday 29<sup>th</sup> November, 2018.**
2. **Nomination form for Club delegate.** If an affiliated Club cannot be present at the meeting, they may nominate a person to represent the Club at the Annual General meeting by completing the attached form and return to the TSQ Secretary **by Thursday 29<sup>th</sup> November, 2018.**
3. **Nominations are called for 2018 Senior of the Year Award.** A memo detailing the criteria for this award and past winners is attached together with a nomination form. Nominations to be in the hands of the TSQ Secretary **by Thursday 29<sup>th</sup> November, 2018.**
4. **Nominations are called for Queensland Selectors (3 Men & 3 Women).** We require one in each of the following age groupings and the nominees should be of an age within that grouping:  

<b>MEN 35 to 45;</b>	<b>MEN 50 to 60;</b>	<b>MEN 65 to 80+</b>
<b>WOMEN 35 to 45;</b>	<b>WOMEN 50 to 60;</b>	<b>WOMEN 65 to 80+</b>

Nominations can be made on the attached form by an Affiliated Club or any current financial member. Nominations must be in the hands of the Secretary **by Thursday 29<sup>th</sup> November, 2018.**

Final Agenda and Financial reports will be forwarded to all Clubs prior to the meeting.

**Reg Baxter**  
**TSQ Secretary**  
**M: 0404 468 129**

**Enclosed:** Nomination Forms for Management Committee; Club Delegate; Senior of Year Award; and Qld Selectors.