

MEMO TO ALL AFFILIATED 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 Wednesday 2nd December 2020 at 4:30pm.

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 an 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 for Affiliated Clubs are allowed to vote. **Please ensure that 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 Wednesday 18th November 2020.**

If an affiliated Club cannot be present at the meeting and wishes to vote, a ballot paper will be forwarded to the club to register a vote 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 Associations Secretary's hands 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 Secretary **by 18th November 2020.**
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 Secretary **by 18th November 2020.**
3. **2020 Senior of the Year Award.** Due to COVID-19 it has been decided not to award a Senior of the Year this year.
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 (where possible):

MEN	30 to 45;	MEN	50 to 60;	MEN	65 to 90+
WOMEN	30 to 45;	WOMEN	50 to 60;	WOMEN	65 to 90+

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 18th November 2020.**

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

Reg Baxter

TSQ Secretary

03/11/2020

Enclosed: Nomination Forms for Management Committee; Club Delegate and Qld Selectors.