This year’s AGM will take place from **4pm** on **Saturday 24th April 2021**,

**on-line via a Zoom Call** due to the national lockdown restrictions which prevent public gatherings. A link to access the zoom call and an agenda will be sent out to all members no less than 2 weeks before the AGM.

All Members are invited to attend this meeting and we ask that you support the Club by attending on the day.

The purpose of the Annual General Meeting is to receive the Chairman’s report of the activities of the Club during the previous year; as well as the report on the accounts of the independent examiner and the Treasurer's report as to the financial position of the Club.

The Executive Officers and Committee members will also be elected. They are proposed, seconded and elected. They take office when the Chairman has closed the meeting. Any vacancy occurring by resignation or otherwise may be filled by the Committee. Retiring Executive Officers and members of the Committee shall be eligible for re-election.

The Constitution allows for 3 Executive Committee members and up to 12 additional Committee members. Any person (aged 18 years or over) who is interested in a Committee role may be nominated and may request a role description of the position they are seeking. Nominees are asked to complete a short note of what they have to offer the club, along with any training requirements they may have.

All nominations must be proposed and seconded and submitted to the Club Secretary at **membership@hailshamswimmingclub.org** by **7th April 2021**.

**The positions that MUST be filled are as follows:**

Chairman - Executive Officer

Secretary - Executive Officer

Welfare Officer – Not necessarily a

Committee role.

Treasurer – Executive Officer

There are other positions such as: Vice Chairman, Gala and Open Meet Secretary, Fundraising Lead, Minutes Secretary, and Covid Lead Officer that are currently committee members. Positions will be formalised at the first Committee meeting.

**NOMINATION FORM**

**I WOULD LIKE TO PUT FORWARD** (Insert Name):

|  |
| --- |
|  |

**FOR THE ROLE OF** (Insert Specific Role or Committee Member):

|  |
| --- |
|  |

**I WOULD BE ABLE TO OFFER THE CLUB** (nominee to complete):

|  |
| --- |
|  |

**TRAINING REQUIREMENTS** (nominee to complete):

|  |
| --- |
|  |

**FOR CONSIDERATION AT THE ANNUAL GENERAL MEETING**: (Please insert names of 2 Club Members 18 years and over, one who can propose you, and one who can second you, and date)

|  |  |
| --- | --- |
| PROPOSED |  |
| SECONDED |  |
| DATED |  |

Please return the nomination form by **7 April 2021** to **membership@hailshamswimmingclub.org**