



Marsden Cove Fishing Club's AGM and Prize Giving will be held on **Sunday 25th July** at the clubrooms. The bar will be open at 2:00pm and the AGM will start at 2:30pm.

This is your chance to have a say in the future and direction of the club. It's an opportunity to give something back and to work with like-minded people. The current committee are available to answer any questions.

The following positions to be elected.

THE PRESIDENT: Gary Read prepared to stand

- Act as spokesperson for the Club on all matters.
- Oversee the club's affairs and allocate tasking and duties within the committee as required. Oversee the club's business in accordance with the Club Constitution.
- Develop and oversee a strategic plan for the growth and development of the club.
- Ensure all activities of the club are conducted in accordance with the Constitution.
- Chair all meetings unless otherwise delegated

THE VICE PRESIDENT

- Duties as delegated by the President Undertake the duties of the President in his/her absence

THE SECRETARY: Shirley Bailey prepared to stand

- Duties as delegated by the President
- Administration of the club, including record keeping, security of all records
- Keep a register of all financial Club Members
- Record the proceedings of general and official committee meetings
- Receive, read and file the correspondence
- Set all agendas and business outlines for meetings.
- Communicate all official club business to club members

THE TREASURER: Liz Hedley prepared to stand

- Duties as delegated by the President
- Maintenance of comprehensive financial records and other bookkeeping activities. Reconciliation of all club bank accounts and banking activities using Xero accounting system.
- Liaison with the club's bankers.
- Payment of all outgoing funds approved as expenditure by the Committee.
- Collection (in conjunction with the Secretary) of all monies owed to the club.
- Monthly and annual financial statements



THE CLUB CAPTAIN

- Duties as delegated by the President
- Manage and liaise with sub committees to ensure tasks are completed on time, within budget and properly resource

COMMITTEE MEMBERS

- Attend monthly committee meetings

Nomination forms will be available at the club from **Thursday 1st July**. The completed forms need to have the name, signature and position of the person nominated as well as that of the proposer and seconder.

A Nomination Box will be at the Club to put the completed forms in. Any nominations will then be displayed at the club on a notice board.

As long as a nomination form has been completed you do not have to be present at the AGM