**OAKLEIGH COMMITTEE**

NOMINATION FORM

I, the undersigned, being a financial Voting Member of Oakleigh MCC Inc. hereby nominate for appointment as a member of the club Committee of Management for the position of (President, Treasurer, Vice President, Secretary, General Committee Member x 3) (**please circle respective position**)

**Name of NOMINEE:**

Mr/Mrs/Miss/Ms: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Club Membership Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of NOMINATOR:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Club Membership Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Nominator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of SECONDER:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Club Membership Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Seconder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:

**DECLARATION OF NOMINEE:**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ being a financial Voting Member of Oakleigh MCC Inc. agree to stand for election as a member of the Committee of Management for the position of (President, Treasurer, Vice President, Secretary, General Committee Member x 3) (**please circle respective position**)

Signature of Nominee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE NOTE: ANY NOMINATION WILL BE INVALID IF ALL PERSONS NAMED HERE ARE NOT CURRENT FINANCIAL MEMBERS OF THE CLUB.**

**Nominations close at 5.00 PM on: 6 February 2018**

**Email, Mail or Fax Nominations to:** The Secretary

Email: secretary@oakleighmcc.com

 Postal address: 18/95 Warrandyte Rd

 Langwarrin 3910

**NOTICE OF THE 2018 ANNUAL GENERAL MEETING**

Notice is hereby given that the Annual General Meeting

of Oakleigh MCC is to be held at the

Simpson Rd Clayton South on 8 February 2018.

The business of the Annual General Meeting shall be:

1. Welcome and approval of register of meeting attendees eligible to vote, proxies and apologies
2. Minutes from the previous year’s Annual General Meeting.
3. Business arising from the previous minutes.
4. Annual Report of the Club, including the Annual Financial Statements.
5. Announcement of election results or conduct the elections for Committee of Management position at the meeting (as required).

[List positions & candidates for election here]

6. Conduct a ballot for Life Membership(s) of the Club (if a nomination has been received).

7. Conduct a ballot on any motions/resolutions put on notice.

Refreshments will be served after the AGM, so please

plan to stay a short while after the meeting finishes.

**APPOINTMENT OF PROXY OAKLEIGH MCC INC.**

I………………………………………………………..……

of………………………………………………………………….

……………………………………………………………………………………………………………………………………

being an eligible voting Member of OAKLEIGH MCC Inc. as defined by the Rules, hereby

appoint……………………………………………………..…

of……………………………………………………………….

…………………………………………………………………………………………………………………………………...or failing him/her the Chairman for the time being of the Meeting as my proxy to attend and vote on my behalf at the General Meeting of the Club (Annual General Meeting or Special General Meeting, as the case may be) to

be held on the………………………day of……………………………….……………and at any adjournment thereof.

My proxy is authorized to vote in favour of / against (delete as appropriate) the resolution/s.

1…………………………………………………………………………………………………………………………………

2…………………………………………………………………………………………………………………………………

3…………………………………………………………………………………………………………………………………

4…………………………………………………………………………………………………………………………………

Signed this………………….….day of…………………………………………201

………………………………………………………

(Signature)

**OAKLEIGH MCC INC**

**2018 POSTAL BALLOT PAPER**

1. Number EACH square for each position being elected (1 being your first preference & so on)
2. Place these Ballot Papers in the envelope marked **“BALLOT PAPERS ONLY”**
3. **Mail** this to The Club Secretary so that it will be received by 5pm on 6 February 2018

**PRESIDENT**

 [*Insert name next to square*]

 **Number every square**

**VICE PRESIDENT**

 [*Insert name next to square*]

 **Number every square**

**TREASURER**

 [*Insert name next to square*]

*Stamp each page of the ballot with the Club seal*

 **Number every square**

**SECRETARY**

 [*Insert name next to square*]

 **Number every square**

**GENERAL COMMITTEE MEMBER X 3**

 [*Insert name next to square*]

 **Number every square**

**PLEASE ENSURE YOUR BALLOT IS RECEIVED BY 5PM ON 6 FEBRUARY 2018**

**MAIL TO:** The Secretary

 Oakleigh MCC Inc

 18/95 Warrandyte Rd

Langwarrin 3910