



The Governing Council of the Cat Fancy of SA Inc

Established 30th June, 1962
 Affiliated to The Australian Cat Federation (Inc)

ANNUAL GENERAL MEETING

TUESDAY 22ND JANUARY 2019 – 8.00PM

NCWSA HOUSE, 95 SOUTH TCE, ADELAIDE

NOMINATION FORM

NOMINATIONS IN WRITING CLOSE TUESDAY 8TH JANUARY

I wish to nominate for the following position/s
 (print your name)

Please tick the box against the position you are nominating for:

<i>The Governing Council will comprise the following Officeholders elected from the Delegates:</i>		<i>The Governing Council will also comprise the following Officeholders (other than those required by the Constitution):</i>	
Secretary		Governing Council Representative	
Assistant Secretary		Delegate to ACF (2 nd only)	
Treasurer		Dispute Sub Committee	
Registrars		Judges Course Coordinator	
Group 1*		Assistant Judges Course Coordinator	NA
Group 2 / 5 / 6*		Stewards Course Coordinator/s	
Group 3 / 4 / Experimental*		Webmaster	
Honours		Point Scorer	
Prefix		Trophy Steward	
Membership			
Public Relations Officer			
Stationery Officer / Property Officer**			
Auditors			

All nominees in writing MUST be proposed and seconded by a Delegate at the Annual General Meeting. If no nominees are received, nominations may be made from the floor.

MEMBER OF AFFILIATED CLUB:

POSITION HELD: DELEGATE/PROXY OFFICER COMMITTEE MEMBER MEMBER

SIGN.....OR DIGITAL SIGNATURE.....DATE.....

*Amendments to Registrar assignments to be proposed at AGM

**Property Officer is a new position to be proposed at AGM

NOMINATIONS

- Persons nominating must be financial members of GCCFSA (either life or annual). Proposers and seconders must be delegates or proxy delegates of GCCFSA and must also be financial members.
- If there are insufficient nominations received to fill all vacancies on the Governing Council, nominations for the remaining officeholder positions may be made from the floor of the Annual General Meeting. (13.3b)

OFFICEHOLDERS

CHAIR

To preside at meetings of the Governing Council. Shall not be a member of any affiliated Club.

SECRETARY

The duties of the Secretary shall be:

- To convene and attend all meetings of the Governing Council and all Committees as appropriate.
- To ensure that a record is kept of the proceedings at such meetings.
- To conduct the correspondence and keep records on behalf of the Governing Council.
- To do such other things as may be directed by the Governing Council.

ASSISTANT SECRETARY

- To record the proceedings of all Governing Council general meetings and Annual General Meetings, and to supply to Clubs within twenty-one days after these meetings copies of the Minutes to all Clubs.
- To do such other things as may be directed by the Governing Council.

TREASURER

- Responsible for all matters of finance, including payment of all accounts passed by the Governing Council.
- Responsible for the banking of monies from various sources which must be receipted.

- Responsible for the keeping of books relative to finance and preparation of accounts as determined.
- To provide a fully audited financial report at each Annual General Meeting or when called upon to do so.

AUDITORS

The Auditors have a right of access to the books, accounts, records and vouchers and documents of Governing Council for auditing purposes.

REGISTRARS

The Registrars shall keep complete records of all registrations of pedigree cats, litters, transfers, prefixes and honours awarded, and maintain a membership register.

STATIONERY OFFICER

To maintain a supply of Governing Council stationery and arrange distribution as required. This position may be held concurrently with any other Office.

PUBLIC RELATIONS OFFICER

The Public Relations Officer shall be responsible for promoting Governing Council. This position may be held concurrently with any other Office.