

The NSW Cave Rescue Squad Inc

An Affiliate of the NSW Volunteer Rescue Association Inc

ABN 46 535 818 428

Headquarters: Klemm St Bankstown Airport
www.caverescue.org.au

PO Box 122 Bankstown NSW 1885
Telephone 0428 158 777

3 August 2008

Annual General Meeting Agenda 13th August 2008

1. Opening of Meeting and Apologies
 - 1.1. Meeting Open
 - 1.2. Attendance
 - 1.3. Apologies
2. Correspondence
 - 2.1. Out
 - Minutes of the previous AGM to the Members
 - Minutes of the previous AGM to the VRA Secretary
 - Annual Report to Fair Trading
 - Australia Post Standing Order
 - Bank account signatories authority
 - Notification of the AGM to members
3. Business Consequential Upon The Previous Meeting
 - 3.1. Minutes of the previous meeting
4. Reports
 - 4.1. President
 - 4.2. Captain
 - 4.3. Secretary
 - 4.4. Treasurer
 - 4.5. Other/s as required
5. Election Of Office Bearers
 - 5.1. Appointment of a Returning Officer for the facilitation of the election processes
 - 5.2. Declare All Positions Vacant
 - 5.3. Call for nominations, and elections if required, for the following committee positions:
 - 5.3.1. President
 - 5.3.2. Vice President
 - 5.3.3. Secretary
 - 5.3.4. Treasurer

5.3.5. Committee Member 1

5.3.6. Committee Member 2

5.3.7. Committee Member 3

5.4. Call for nominations, and elections if required, for the following non-committee positions:

5.4.1. Equipment Officer

5.4.2. Captain

5.4.3. Vice Captain/s

5.4.4. Training Officer

5.4.5. Assistant Secretary

5.4.6. Assistant Equipment Officer

5.4.7. Communications Officer

5.4.8. First Aid Officer

5.4.9. Publicity Officer

5.4.10. NSW Speleo Council Representative – 1

5.4.11. NSW Speleo Council Representative – 2

5.5. *Ex-Officio* Positions

5.5.1. Auditor (External Appointment): Mr John Sunman

5.5.2. Public Officer

6. General Business

6.1. Endorsement of Signatories

6.1.1. Annual statement for the Department of Fair Trading

6.1.2. Bank account authority

6.1.3. Australia Post standing order

6.1.4. Authority to cut and issue security keys

7. Other Business

8. Meeting Close