



18 October 2023

To All West Coast Rangers,

NOTICE OF INTENTION TO HOLD THE ANNUAL GENERAL MEETING 2023

It is time for the Annual General Meeting of the West Coast Rangers Football and Sports Club Inc. This will be held on:

Date: Wednesday, 29 November 2023
Time: 7.00pm
Location: Fred Taylor Park (West Coast Rangers Club Rooms).

In the next few weeks, the club will communicate by way of its website and social media channels a meeting agenda and supporting information ahead of the meeting, including committee and member motions and any further information about the Board elections.

Board Elections

A number of positions on the club's Board are up for election (including the positions of Board Chair, Secretary and Treasurer). The term for incoming Board members will be two years. If you wish to stand for Board election, or to nominate another person (subject to that person's consent), you are invited to do so. Please note, that Board members must be ordinary members or life members of the Club. Further requirements of being a Board member and duties of Board members and the election process are outlined in the Club's constitution (see section 6 of the Club's constitution) which can be accessed at:

<https://app.businessregisters.govt.nz/sber-businesses/viewInstance/view.html?id=229a78e05307b6d8bf1b29667f00cb170594c04c9addf2a1#scrollTop>

Submission of Board Nominations and Agenda Items

You are also invited to submit general business items or discussion items for inclusion on the meeting agenda. You may use the attached form (**Appendix 1**) to submit business items and Board nominations. Please submit your business items and/or Board nominations **by 21 November 2023, 5.00pm** to the email or postal addresses stated on the form.

Please note that you must be a Club member and must not be indebted to the Club (or otherwise disqualified) in order to submit agenda items, including nominations, or to stand for Board election and/or vote during the Annual General Meeting.

Thank you and kind regards,

Mike Brooke

Chair



West Coast Rangers Football and Sports Club Inc.

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APPENDIX 1 – Board Nominations and Agenda Item Proposal Form

1. I nominate the following person/s for election to the Board (you may nominate yourself or another person, provided that other person consents to be nominated and elected to the Board, please submit the form provided in **Appendix 2**):

- (a).....of
- (b).....of
- (c).....of
- (d).....of
- (e).....of

2. General Business/Discussion Items:

I wish to have the following matters added to the agenda for discussion at the AGM.

- (a).....
.....
.....
- (b).....
.....
.....
- (c).....
.....
.....

3. Name:

Date:

Signature:

Nominations and proposed agenda items must be submitted by 5.00pm on 21 November 2023.

Please return the completed form as follows:

Scanned by email to: admin@westcoastrangers.co.nz

By post to: West Coast Rangers, PO Box 79026, Royal Heights, Auckland 0614



West Coast Rangers Football and Sports Club Inc.

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APPENDIX 2 – Consent and Declaration of Board Members for Election

I consent to be nominated for election and to be elected to the Board of West Coast Rangers Football and Sports Club Incorporated.

I confirm that I have been made aware of the Club’s constitution and that I have had a reasonable opportunity to read the Club’s constitution and understand the duties and responsibilities associated with membership to the Board.

I confirm that I am not disqualified from being appointed an Officer of the Club and/or holding office as a Board member of the Club in accordance with clause 6.4.2 of the Club’s constitution and the relevant legislation.

Name:

Date:

Signature: