

**SPECIAL RESOLUTION FOR CONSIDERATION AT THE WHITTLESEA U3A  
INC 2021 ANNUAL GENERAL MEETING.**



**AMENDMENT TO THE WHITTLESEA U3A RULES OF ASSOCIATION**

The current committee recognises the importance of Whittlesea U3A adopting a succession plan for the leadership of Whittlesea U3A to ensure its long-term sustainability. To enable the implementation of a Leadership Succession Plan Policy the position of a second Vice President needs to be added to the Composition of the Committee in the Rules of Association.

**IT IS RESOLVED AS A SPECIAL RESOLUTION** that, in accordance with clause 77 of the current 'Rules and Constitution' of the Association and section 50(1) of the Associations Incorporation Reform Act 2012 (VIC), **the Rule 44 Composition of Committee** in the Current Constitution be amended effective on the date of approval of the alteration to the Current Constitution by the Registrar of Incorporated Associations in Victoria by replacing it with:

**Division 2—Composition of Committee and duties of members**

**44 Composition of Committee**

The Committee consists of—

- a. President;
- b. Vice-President 1;
- c. Vice-President 2;
- d. Secretary;
- e. Treasurer; and
- f. ordinary members (if any) elected under rule 53.

**46 President and Vice-President**

- a. Subject to subrule (2), the President or, in the President's absence, the Vice-President 1 or, in the absence of Vice-President 1, the Vice President 2 is the Chairperson for any general meetings and for any committee meetings.
- b. If the President and the Vice-Presidents 1 and 2 are both absent, or are unable to preside, the Chairperson of the meeting must be
  - i. in the case of a general meeting—a member elected by the other members present; or
  - ii. in the case of a committee meeting—a committee member elected by the other committee members present.

# Arranging Proxy Voting

If a member is unable to attend the Annual General Meeting they are entitled to appoint a proxy to vote on their behalf. The rules relating to proxy voting are:

## **34 Proxies** *(Excerpt from model rules)*

- (1) A member may appoint another member as his or her proxy to vote and speak on his or her behalf at a general meeting other than at a disciplinary appeal meeting.
- (2) The appointment of a proxy must be in writing and signed by the member making the appointment.
- (3) The member appointing the proxy may give specific directions as to how the proxy is to vote on his or her behalf, otherwise the proxy may vote on behalf of the member in any matter as he or she sees fit.
- (4) If the Committee has approved a form for the appointment of a proxy, the member may use any other form that clearly identifies the person appointed as the member's proxy and that has been signed by the member.

**If you are intending to appoint another member as your proxy, please inform one of the following of your intent: -**

President (Glen Wall)	<a href="mailto:president@whittleseau3a.org.au">president@whittleseau3a.org.au</a>
Vice President (Kathy Lizio)	<a href="mailto:kathylizio@bigpond.com">kathylizio@bigpond.com</a>
Secretary (Elaine Bateman)	<a href="mailto:secretary@whittleseau3a.org.au">secretary@whittleseau3a.org.au</a>
Treasurer (Peter Rodaughan)	<a href="mailto:treasurer@whittleseau3a.org.au">treasurer@whittleseau3a.org.au</a>

**Without this notification, confirmation will be needed by contacting you either by telephone or email prior to the meeting.**

## Proxy Voting Authority

I, \_\_\_\_\_ Membership N<sup>o</sup> \_\_\_\_\_  
*(Member's Name)* *(Member's Number)*

authorize \_\_\_\_\_ to vote on my behalf at the  
*(Member being granted power of proxy)*

2021 Whittlesea U3A Inc. Annual General Meeting.

I can be contacted on phone: \_\_\_\_\_ or email: \_\_\_\_\_ to confirm my action.

Member's Signature \_\_\_\_\_

If there is a specific way in which you wish your proxy to vote, please state that here.

I wish my proxy to vote as they see fit **OR** I wish my proxy to vote for *(Please write your directions below)*

## Election of Committee for 2021 — 2022

Nominations for positions on the Committee of Management are called for and need to be filled in with the correct signatures and lodged with the Secretary no later than 4:00pm Thursday 12<sup>th</sup> August 2021. This is to enable members who are arranging proxy votes to direct their agent to vote in a specific way if they wish to.

All positions will become vacant and as per our rules “A member is eligible to be elected or appointed as a committee member if the member is entitled to vote at a general meeting.”

*(Excerpt from model rules)(2)* An eligible member of the Association may—

- (a) Nominate himself or herself; or
- (b) With the member's consent, be nominated by another member.

We would especially welcome nominations from members who have not served on the Committee before to get involved. It is extremely important for the future of our Association to continue to welcome members with fresh ideas into the Committee of Management.

### **Elected Executive Committee: -**

President

Vice President

Secretary

Treasurer

### **General Committee Members**

*(Excerpt from model rules)* (1) The annual general meeting must by resolution decide the number of ordinary members of the Committee (if any) it wishes to hold office for the next year



## Nomination Form for the election of Committee of Management 2021 - 2022

### Election of Committee of Management

Position.....

Name of Nominee (print name).....

Signature of Nominee .....Member No.....

Proposed by (print name) .....Member No.....

Proposer's signature .....

Completed form to be received by the Secretary by 4:00pm on 12<sup>th</sup> August 2021

Preferably via email: **[secretary@whittleseau3a.org.au](mailto:secretary@whittleseau3a.org.au)**