



2023 Annual General Meeting  
Information Pack

## Notice of Meeting

The Annual General Meeting of West Brisbane Falcons Inc. will be held Saturday 14<sup>th</sup> October 2023 at 10am, in the BBI Board room located at 16 Dixon Street, Auchenflower Qld 4066.

Sabrina Groves

Secretary date of notice: 23/09/2023

## Agenda

1. Opening of the meeting
2. Attendance and Apologies
3. Minutes of the previous Annual General Meeting 4<sup>th</sup> September 2021(for confirmation by ordinary resolution)
4. Presentation of Administration Reports
5. Presentation of Financial Report and Auditor's Report
6. Adoption of Financial Report and Auditor report
7. Appointment of Auditor
8. Life Membership
9. Election of the Executive and General Committee

Committee currently consists of

- President - Carla Pascoe
- Vice President – Craig Pascoe
- Secretary – Sabrina Groves
- Treasurer – Mal McGrechan
- Registrar – Ruth Wickes
- Property Officer – Mel Worstencroft
- Coaching Coordinator – Nick Spiller
- Senior Coordinator – Michael Robson
- Committee Member – Craig Leaney
- Media Officer (Social Media/Website) – Joshua Leaney
- Team Manager Coordinator – David Jackson

## Call for nominations

**All committee positions will be declared vacant at the meeting.**

All nominations must be made in writing as outlined in Schedule A. Please submit your nominations to the secretary ([wbfalcons.secretary@gmail.com](mailto:wbfalcons.secretary@gmail.com)) on or before the 7th October 2023.

If there are not enough nominations to fill the positions prior to this date, nominations will be taken from the floor.

To ensure we can continue to support our Falcons Family please consider nominating to be on the committee and come along with your fresh perspective and your amazing skills to contribute to the future of the club.

## Schedule A

### WEST BRISBANE FALCONS BASKETBALL CLUB INC. MANAGEMENT COMMITTEE NOMINATION FORM

I, \_\_\_\_\_ (Proposer)

Of \_\_\_\_\_ (Address)

Suburb: \_\_\_\_\_ Post Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Being members of the above-named club, hereby nominate 9as per rule 13.1 b):

Name: \_\_\_\_\_  
(nominee)

Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Post Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

For the position of (Nominate as appropriate) **(Mark with an X)**

President

Junior Coaching Coordinator

Vice President

Seniors Coordinator

Secretary

Social Media/Website Administrator

Treasurer

Property Officer

Registrar

General Committee Member

At the Annual General Meeting of the Club to be held on the 14 day of  
October 2023 and at any adjournment thereof.

Nominee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Proposer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email to: The Club Secretary - [wbfalcons.secretary@gmail.com](mailto:wbfalcons.secretary@gmail.com)

## Schedule B

# WEST BRISBANE FALCONS BASKETBALL CLUB INC.

## INSTRUMENT OF PROXY

I \_\_\_\_\_ of \_\_\_\_\_

\_\_\_\_\_ being a member

of the above named Club hereby appoint \_\_\_\_\_

\_\_\_\_\_ of \_\_\_\_\_

\_\_\_\_\_ as my proxy to vote for me on my behalf at

the Annual General Meeting of the Club to be held on the 14<sup>th</sup> October 2023 and at any adjournment thereof.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

Signature: \_\_\_\_\_

This form is to be used in favour of / against the resolution (unless otherwise instructed, the proxy may vote as the proxy may think fit).

<b>POSITION OF:</b>	<b>NOMINEE</b>
<b>President</b>	
<b>Vice President</b>	
<b>Secretary</b>	
<b>Treasurer</b>	
<b>Registrar/s</b>	
<b>Junior Coaching Coordinator</b>	
<b>Property Officer</b>	
<b>Media Liasion</b>	
<b>General Committee</b>	
<b>Website Administrator</b>	

Email to the Club Secretary – [wbfalcons.secretary@gmail.com](mailto:wbfalcons.secretary@gmail.com)