

**Attenborough Sailing Club
Coneries Lagoon Nottingham UK**



ASC Honorary Secretary
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10th October 2016

Dear Member

Re: Formal Notice of Annual General Meeting - 10/11/16

As required by Rule 5.1 of the Club Rules, notice is hereby given that the Annual General Meeting of the Attenborough Sailing Club will take place in the club house on Thursday 10th November at 19:30hrs.

The agenda for the meeting is as follows:

No. Agenda Item

1. Apologies
2. Minutes of the previous AGM (available in the clubhouse and the web site)
3. Matters arising
4. Commodore's report
5. Rear Commodore Sailing's report
6. Training Principal's report
7. Treasurer's report
8. Rule Change Proposals (see attached)
9. Election of New Committee (see attached)
10. Appointment of auditors
11. Close of meeting
12. Open forum for discussions

We hope that you will be able to attend and reflect on the achievements of last year and contribute to the plans for the next year.

Yours faithfully on behalf of the committee

A handwritten signature in black ink that reads 'Dennis King'.

Dennis King
Honorary Secretary



An affiliate member of the RYA and an RYA recognised teaching establishment.
www.attenboroughsc.org.uk

Proposal 1

Rules changes to description of Flag Officers plus adding a new one for Vice Commodore

3.4 The Commodore is the principal Flag Officer and leads the club, ensuring the overall efficient functioning of the club in accordance with the wishes of the general membership. The Commodore normally represents the club at outside events.

Plus a new rule

NEW 3.5 The Vice Commodore is a Flag Officer and undertakes specific tasks/responsibilities as agreed with Committee. The Vice Commodore takes on the responsibilities of the Commodore if the Commodore is absent.

Other rules remain and are re numbered e.g.

NOW 3.6 The Rear Commodore is a Flag Officer and prepares and supervises the whole of the sailing programme, including the appointment and supervision of officers and personnel to manage each race. A Sailing Committee assists the Rear Commodore in these duties

Proposal 2

To revise rule 2.14 to encompass all activities of the club and a fair distribution of duties

Currently Reads

2.14 Members are required to assist in the preparation for, and the organisation of the sailing activities of the club. These duties will be shared with reasonable equity by all the Members and may, for example, include the activities of general maintenance, race management and provision of safety boat cover. Members must attend their duties or find a named substitute and inform the Rear Commodore (Sailing) accordingly. This ensures the safety of other Members during club sailing activities.

Would now read

2.14 Members are required to assist in the preparation for, and the organisation of the activities of the club. These duties will be shared with reasonable equity by all Members and may, for example, include the activities of general maintenance, race management and provision of safety boat cover. Members must attend their duties or find a named substitute and inform the Rear Commodore (Sailing) or other appropriate committee member accordingly. This ensures the safety of other Members during club activities

New Committee Nominations 2017

Nominations for the positions on the committee had not been completed when this letter was sent for printing (closure date still 4 days away). Nominations to date are:

Position	Nominee	Status
Commodore	Michael Pritchard	Re-Standing
Rear Commodore (Sailing)	Duncan Adams	Re Standing
Honorary Treasurer		
Honorary Secretary		
Committee Member		Open to ballot (6 from)
Committee Member		Open to ballot (6 from)
Committee Member	Roger Chilvers (presently membership Secretary)	Open to ballot (6 from)
Committee Member	Mike Leach (presently Bosun)	Open to ballot (6 from)
Committee Member		Open to ballot (6 from)
Committee Member		Open to ballot (6 from)

The appointment of the 6-committee member places available on the committee under rule 4.1 shall be decided by a vote of members present at the Annual General Meeting. Ballot papers shall be issued upon entry to the meeting together with an information sheet to guide you in voting for those members who you feel will be able to represent you and serve you best on the club committee.