

AUSTRALIAN RACECOURSE MANAGERS ASSOCIATION INC.

**ANNUAL GENERAL MEETING PROCEDURE**

**1. Open the Meeting**

Chairman:

“I declare the 6<sup>th</sup> Annual General Meeting of Members of the Australian Racecourse Managers Association Inc., held in the Rich Reward Room, Thoroughbred Park Racecourse, Canberra, at 9.15 am on Wednesday, August 18, 2010, open and welcome members present.”

“Are there any apologies ?” **Nil apologies**

**2. Recording Attendance**

Chairman:

“Attendance record forms are being circulated. Please print your name and organisation on the form.” **33 attendees (see attached copy of attendees)**

**3. Meeting Notice**

Chairman:

“Can I have a proposer and seconder for the resolution – ‘that the notice convening the 6<sup>th</sup> Annual General Meeting, circulated to Members on June 30, 2010, with amendment to the date given in agenda item No. 1 to August 26, 2009, be taken as read’”

Proposer **M Goodie**                      Seconder **M Synan**

Chairman:

“I now put the resolution to the meeting.”

“Those in favour. **33** Those against.” **0**

**The resolution is carried.**

**4. Minutes of the Previous AGM**

Chairman:

“Can I have a proposer and seconder for the resolution – ‘that the minutes of the 5<sup>th</sup> Annual General Meeting of the Australian Racecourse Managers Association Inc., held on August 26<sup>th</sup>, 2009, as circulated prior to the meeting, be taken as read’”

Proposer **J Tonani**                      Seconder **B Shuck**

Chairman:

“ I now put the resolution to the meeting.”

“ Those in favour. **33** Those against.” **0**

“ **The resolution is carried.**”

Chairman:

“ Are there any questions or matters arising from the minutes ?” **Nil**

## **5. Financial Accounts**

Chairman:

“Can I have a proposer and seconder for the resolution – ‘that the audited Financial Accounts for the year to June 30, 2010, including a Balance Sheet, Income & Expenditure Statement, Notes to the Financial Accounts, Audit Report, Report of the Committee, and Statement by Committee Members, as circulated prior to the meeting, be taken as read’”

Proposer **M Goodie**

Seconder **B Shuck**

Chairman:

“ I now put the resolution to the meeting.”

“ Those in favour. **30** Those against.” **0**

“ **The resolution is carried.**”

Chairman:

“ I will ask the Secretary to comment on the Financial Accounts.”

Chairman:

“ Are there any questions or matters arising from the Financial Statements ?” **Nil**

## 6. Annual Statement by Public Officer

Chairman:

“ I will ask the Secretary to present the Annual Statement by the Public Officer to be submitted by the Association in accordance with section 30(3) of the Associations Incorporation Act 1981 (Victoria).”

Secretary presented the Statement and discusses the contents as per power point presentation

Chairman:

“ Are there any questions or matters arising from this Annual Statement ?” **Nil**

If no questions or after questions are dealt with:

Chairman:

“Can I have a proposer and seconder for the resolution – ‘that the Annual Statement by the Public Officer to be submitted by the Association in accordance with section 30(3) of the Associations Incorporation Act 1981 (Victoria), be received and confirmed’”

Proposer      **M Synan**                      Seconder      **J Tonani**

Chairman:

“ I now put the resolution to the meeting.”

“ Those in favour. **28** Those against.” **0**

“ **The resolution is carried**”

## 7. Appointment of Auditor

Chairman:

“Under the Rules we are required to appoint an Auditor for each forthcoming year at our Annual General Meeting. Mr Robert H Wald of Bell Partners, Chartered Accountant, has offered his services as Auditor of the Accounts of the Australian Racecourse Managers Association Inc. for the year to June 30, 2011. ”

Chairman:

“If there are no other nominations can I have a proposer and seconder for the resolution – ‘that Mr Robert H Wald of Bell Partners, Chartered Accountant, be appointed Auditor of the Accounts of the Australian Racecourse Managers Association Inc. for the year to June 30, 2011.’”

Proposer **M Weeding**                      Seconder **M Synan**

Chairman:

“ I now put the resolution to the meeting.”

“ Those in favour. **27** Those against.” **0**

“ **The resolution is carried.**”

## **8. Election of Committee Members**

Chairman:

“ I declare that Geoff Murphy representing Western Australia, Martin Synan representing Victoria and Warren Williams representing Queensland, were re-elected unopposed to the Committee of the Australian Racecourse Managers Association Inc. as no other nominations were received by the due date”

## **9. General Business**

Chairman:

“ Are there any items of General Business ? Please note that no resolutions can be voted on at the meeting without prior notice as provided for in the Rules, however the Committee will look at any suggestions which members propose for consideration”

**I would like to note that ARMA committee received notification from Mr Murray Pyke of his resignation as ARMA committee person (Tasmania representative) effective 18 August 2010.**

**The vacant position has been accepted by Mr Ashley Williams who will represent Tasmania on ARMA Committee**

## **10. Close of Meeting**

Chairman:

“I declare the 6<sup>th</sup> Annual General Meeting of Members of the Australian Racecourse Managers Association Inc. closed at **9.29am 18 August 2010.**”