



**2023 ANNUAL GENERAL MEETING
MEETING PACK**

NOTICE OF MEETING

The Annual General Meeting of Brisbane Basketball Incorporated will be held on Thursday 29th June 2022 at 7:00pm, in the BBI Boardroom located at 16 Dixon Street, Auchenflower 4066 QLD and via online teleconference for those who are unable to attend in person.

DocuSigned by:
Patricia Hayes
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Patricia Hayes

Secretary date of notice: 19th May 2023

AGENDA

1. Opening
2. Attendance and apologies
3. Minutes of the previous Annual General Meeting 7th July 2022 (for confirmation by ordinary resolution)
4. Presentation of Reports
 - Board Report
 - Administration Report
5. Presentation of Financial Report and Auditor's Report
6. Adoption of Financial Report and Auditor's Report (by ordinary resolution)
7. Appointment of Auditor (by ordinary resolution)

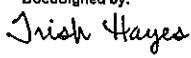
Proposed Auditor: BDO

8. Life Membership – TBC
9. Election of the Board

Board currently consists of:

President	Tony Gotter	Elected 2021 AGM
Vice President	Rod Sengstock	Elected 2022 AGM
Secretary	Patricia Hayes	Elected 2022 AGM
Treasurer	Rod Baker	Elected 2021 AGM
Committee Member	Peter Farlow	Elected 2022 AGM
Committee Member	Tom Coogan	Elected 2022 AGM
Committee Member	Sue Jarvis	Elected 2021 AGM
Committee Member	Robert Manson	Elected 2021 AGM
Committee Member	Paris Hooper	Elected 2021 AGM
Committee Member	Craig Leaney	Elected 2022 AGM
Committee Member	Vacant	

- Elections will be held for the positions shaded in grey.

DocuSigned by:

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Patricia Hayes

Secretary date of notice: 19th May 2023

**MINUTES OF THE ANNUAL GENERAL MEETING OF BRISBANE BASKETBALL
Inc.**

16 Dixon Street Auchenflower

Meeting held: 7th July 2022

Meeting commenced: 7.02 pm

Attendees: Rod Sengstock, Rod Baker, Peter Farlow, Sue Jarvis, Tom Coogan, Rob Manson, Michael Kearney, Craig Leaney, Paris Hooper, Wade Lewis, Mark Harris, Brodie Meis, Carla Pascoe

Apologies: Tony Cotter

Minutes of the previous AGM:

- Moved Trish Hayes and seconded by Craig Leaney that the minutes of the previous annual general meeting be accepted as a true and accurate recording of the proceedings. Carried

Presentation of Reports:

- Tony Cotter acknowledged and special thanks to the members, Life Members, Hamish Cain and his team, game officials, volunteers and committee members for their support throughout the year.
- President's Report and General Manager's Report – Trish Hayes moved, Paris Hooper seconded. Carried.

Financial Report and Auditor's Report:

- Rod Baker provided information on the financial report with the profit being higher than previous year due to increase in revenue for seniors and juniors. \$28,682 profit for the year.
- Rod Baker moved that the financial report and auditor's report of Brisbane Basketball Inc. be accepted. Tom Coogan seconded. Carried.

Appointment of Auditor:

- Rod Baker moved that BDO be appointed as Auditors for BBI. Tom Coogan seconded. Carried.

Life Membership:

- Trevor Lidstone nominated for Life Membership by Peter Farlow and seconded by Rod Sengstock. Carried.

Election of Board Members:

The following positions are up for re-election:-

Vice President

Secretary

4 Board positions

Vice President

Rod Sengstock advised that one nomination had been received which was Rod Sengstock. Rod Sengstock appointed Vice President of BBI.

Secretary

Rod Sengstock advised that one nomination had been received which was Trish Hayes. Trish Hayes appointed Secretary of BBI.

Board Nominations

Rod Sengstock advised that four nominations had been received which were Peter Farlow, Tom Coogan, Craig Leaney and Michael Kearney. These nominations were accepted and Peter Farlow, Tom Coogan, Craig Leaney and Michael Kearney were appointed to the Board.

Meeting closed: 7.15 pm

CALL FOR NOMINATIONS

Nominations of members of Brisbane Basketball Incorporated for election to the board are called for.

To be valid, nominations must:

- be of a current member of Brisbane Basketball Incorporated; and
- be in writing (a sample nomination form is **Schedule A** to this notice); and
- be signed by the candidate; and
- be signed by a member of Brisbane Basketball Incorporated who is proposing the candidate and by another member who is seconding the candidate; and
- be forwarded to the Secretary with resume by close of business 15th June 2023. (14 days prior to the meeting).

LATE NOMINATIONS CANNOT BE ACCEPTED, UNLESS THERE ARE INSUFFICIENT NOMINATIONS IN WHICH CASE NOMINATIONS MAY BE TAKEN FROM THE FLOOR OF THE MEETING.

Members are not eligible to be nominated for election to the board if they:

- have been convicted on indictment of an offence for which the rehabilitation period (usually 5 or 10 years) has not expired; or
- have been summarily and sentenced to imprisonment (other than in default of payment of a fine) for an offence for which the rehabilitation period (usually 5 or 10 years) has not expired; or
- are an undischarged bankrupt or subject to a form of insolvency administration outside bankruptcy.

VOTING AT THE AGM

- **Affiliated Teams** may appoint a representative to vote at the AGM by using the form in **Schedule B** to this notice. The form must be handed in to the Secretary by no later than 1 hour before the start of the AGM (i.e. by 6:00pm on 29th June 2023)
- **Affiliated Clubs** may appoint a representative to vote at the AGM by using the form in **Schedule C** to this notice. The form must be handed in to the Secretary by no later than 1 hour before the start of the AGM i.e. by 6:00pm on 29th June 2023)
- **Life Members** may attend the meeting in person or by appointing a proxy by using the form in **Schedule D** to this notice. The form must be handed in to the Secretary by no later than 1 hour before the start of the AGM i.e. by 6:00pm on 29th June 2023)
- **AFFILIATED TEAMS AND CLUBS AND THEIR REPRESENTATIVES AND DELEGATES CANNOT APPOINT PROXIES.**

SCHEDULE A

Nomination form

To: The Secretary
Brisbane Basketball Incorporated
16 Dixon Street
AUCHENFLOWER QLD 4066

The following candidate is nominated for election to the following position on the Board:

- President
- Treasurer
- Ordinary Board member

A resume of the candidate is attached.

Full name of candidate:

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Address:

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Phone:

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Signature of candidate:

	Date signed:	
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Proposed by:

Name of member:

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Signature:

	Date signed:	
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Details of person signing above if signing for an affiliated club/team

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Seconded by:

Name of member:

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Signature:

	Date signed:	
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Details of person signing above if signing for an affiliated club/team

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SCHEDULE B

Appointment of representative for Affiliated Team

To: The Secretary
Brisbane Basketball Incorporated
16 Dixon Street
AUCHENFLOWER QLD 4066

Name of Affiliated Team:

This is to certify that the Affiliated Team named above held a meeting as noted below and decided to appoint the representative named below to vote for the Affiliated Team at the Annual General Meeting of Brisbane Basketball Incorporated to be held on **29th June 2023**.

Representative appointed:

When meeting was held:

Where meeting was held:

How many members of the Affiliated Team were at the meeting:

Did the Affiliated Team appoint one of its members to sign this form on behalf of the Affiliated Team?

YES



NO



Name of member authorised to sign this form:

Signatures of all members of the Affiliated Team:

Signature of member authorised to sign this form:

SCHEDULE C

Appointment of representative(s) for Affiliated Club

To: The Secretary
Brisbane Basketball Incorporated
16 Dixon Street
AUCHENFLOWER QLD 4066

Name of Affiliated Club:

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This is to certify that the management committee of the Affiliated Club named above has met in accordance with the rules or constitution of the Affiliated Club and resolved to appoint the representatives named below to exercise the numbers of votes specified for the Affiliated Club at the Annual General Meeting of Brisbane Basketball Incorporated to be held on **29th June 2023**.

(If only one representative is named, the number of votes need not be specified and in that case the representative exercises all of the votes for the Affiliated Club.)

Names of representatives:

Number of votes:

Names of representatives:	Number of votes:

Signature of member of
management committee of
Affiliated Club:

Name:

Position:

Date signed:

SCHEDULE D

Form of proxy

To: The Secretary
Brisbane Basketball Incorporated
16 Dixon Street
AUCHENFLOWER QLD 4066

I (name)

of (address)

being a member of the above-mentioned Association, hereby appoint

(name of proxy)

as my proxy to vote for me on my behalf at the Annual General Meeting of the Association, to be held on **29th June 2023** and at any adjournment thereof.

Signed on (Date)

Signature

This form is to be used in favour of/against the resolutions below. *Strike out whichever is not desired. (Unless otherwise instructed, the proxy may vote as he or she thinks fit.)

That the minutes of the previous Annual General Meeting be confirmed	* in favour of * against
That the Financial Report and Auditor's Report be adopted	* in favour of * against
That an Auditor be appointed as the Association's Auditor	* in favour of * against
That the member nominated for Life membership be appointed as a Life Member of the Association.	* in favour of * against
That the attached be appointed to the vacant positions on the Board	Insert names

