



Notice of Annual General Meeting



Notice is hereby given that the 45th Annual General Meeting of the Pottsville District Bowls and Sports Club Limited (trading as Pottsville Beach Sports) will be held in the club premises situated at Lot 479 Coast Road Pottsville on Sunday, 16th November 2025, commencing at 9.30 am.

AGENDA

1. Welcome – Introduce Simon Byrne (Auditors)
2. Apologies
3. Confirmation and adoption of the minutes of the 44th Annual General Meeting held on Sunday, 10th November 2024.
4. Business arising from the Minutes.
5. Questions in writing received seven days before this AGM concerning the Club's accounts – Auditor's response.
6. To receive and consider the Chairman's Report, Directors' Report, Financial Statements, and Auditor's Report for the year ended 30 June 2025.
7. **Ordinary Resolution 1.** – Director's honorarium (details below).
8. **Special Resolution 1.** Temporary membership (details below).
9. **Special resolution 2.** Board eligibility (details below).
10. **Special resolution 3.** Constitution housekeeping (details below).
11. Confirmation of Auditor Kothe's 2025/26.
12. Members to appoint the Returning Officer for 2025/26.
13. Declaration of Directors: Chairman, one Deputy Chairmen, and six (6) Directors – by the Returning Officer.
14. General Business

Ordinary Resolution 1.

[The First Ordinary Resolution is to be read in conjunction with the notes to members set out below.]

That pursuant to Section 10(6)(b) of the Registered Clubs Act, the members hereby approve the payment of an honorarium to the directors of the Club for their services from the date of the Annual General Meeting in 2025 (16 November 2025) until the Annual General Meeting of the Club in the year 2026 as follows:

- A total sum of \$5000 to be shared among the directors. This amount will be distributed proportionally based on the level of responsibility and duties each director has carried out during the year. The allocation of specific amounts to individual directors will be determined by the Board of the Club at its discretion, ensuring that the distribution reflects the contributions made by each director.

This resolution recognises the efforts and contributions of the directors in overseeing the Club's operations and ensures they are compensated for their time and services.

Explanatory Note

1. The First Ordinary Resolution, if passed, will authorise the payment of an honorarium to each director of the Club, in the amount set out in the resolution, for their services to the Club.

Special Resolution 1.

Motion: To amend the constitution of the Pottsville Beach Bowls and Sports Club Limited to remove the restrictions on Temporary Members. The amendments are as follows:

- Remove Rule 30
- Amend Rule 31 to read
 - a) A temporary member is a person who enters the club or makes use of any of its facilities, and who is not an Ordinary Member, Life Member, or Honorary Member
 - b) Temporary members shall not be required to pay an entrance fee or subscription.
 - c) Temporary members shall be entitled to only those facilities and amenities of the Club as determined by the Board from time to time, and shall not be entitled to attend or vote at any meeting of the Club, nominated for or to be elected to the Board or any affairs of the Club in any way.
 - d) The General Manager, or in the General Manager's absence the senior employee of the Club then on duty, may terminate the membership of any Temporary member at any time without notice and without being required to give reason.
 - e) No person under the age of eighteen (18) years may be admitted as a Temporary member of the Club.
 - f) When a Temporary member first enters the Club's premises on any day the following particulars shall be entered in the Club's Register of Temporary members.
 - i. the name in full, or the surname and initials, of the Temporary member;
 - ii. the residential address of the Temporary member;
 - iii. the date on which Temporary membership is granted;
 - iv. the signature of the Temporary member.

Explanatory Note

This resolution seeks to modernise the Club's Constitution by simplifying and updating the rules relating to Temporary Members.

- **Removal of Outdated Restrictions:** The current Rule 30 places additional conditions on Temporary Members that are no longer consistent with current industry practice and regulatory requirements.
- **Clearer Definition and Conditions:** The revised Rule 31 sets out, in one place, who qualifies as a Temporary Member and the conditions of their access to the Club's facilities. It confirms that Temporary Members:
 - are not required to pay an entrance fee or subscription;
 - may only use facilities and amenities as determined by the Board;
 - have no voting or nomination rights;
 - can have their membership terminated at any time by the General Manager (or senior employee on duty); and
 - must have their name, address, date of entry and signature recorded in the Club's Register of Temporary Members.

- **Alignment with Current Practice:** These amendments consolidate and clarify the rules, making them easier to understand and ensuring the Constitution reflects the Club's current operations and compliance obligations.

The changes do not alter the intent of the existing provisions; they simply remove unnecessary duplication and provide a clear, single rule for Temporary Membership.

Special Resolution 2

Motion: To amend the constitution of the Pottsville Beach Bowls and Sports Club Limited to add a condition that eligibility for the board requires a minimum of 5 years continuous membership of the club. The amendments are as follows:

Add new sub-section (c) to Rule 50 as below and renumber the remaining sub-sections

To be eligible for nomination and election to the Board, a person

- i. Must be a current financial member of the Club; and
- ii. Must have been a financial member of the Club for the five (5) years preceding their nomination; and
- iii. Must not have been the subject of any disciplinary action by the Club in the five (5) years preceding their nomination; and Must not be prohibited from being a Director by reason of any order made under the Registered Clubs Act.

Explanatory Note

Members of the club's board should:

- Be familiar with the club's history
- Have a solid understanding of the club's operations
- Know and be part of the community that the club serves
- Be familiar with a broad cross-section of the club's members

The above amendment is designed to ensure that members of the board meet these criteria.

Special Resolution 3.

Motion: To amend the constitution of the Pottsville Beach Bowls and Sports Club Limited to:

1. Amend Rule 48(a) to read - The business and affairs of the Club and the custody and control of its funds shall be managed by a Board of seven (7) Directors, consisting of the Chairman, one (1) Deputy Chairman and five (5) Ordinary Directors. At all times a majority of the Directors must be Bowling members.
2. Amend Rule 70B to read When a vacant position is filled under Rule 70, the person appointed shall hold that position for the remainder of the term of the group to which it was allocated under the provisions of Rule 50 of this constitution
3. Amend Rule 25(a) to read - Bowling Members Persons over the age of eighteen (18) years who have made application for membership of the Club in accordance with this Constitution and have been duly admitted and have applied for and been accepted by the Bowls Section.
4. Renumber the rules such that rules are identified by a number only
5. Correct spelling and punctuation errors

Explanatory Note

This resolution proposes several updates to the Club's Constitution to reflect current governance practice and ensure clarity in key rules.

- **Board Structure:** Rule 48(a) will specify that the Board comprises seven (7) Directors – the Chairman, one (1) Deputy Chairman and five (5) Ordinary Directors – and confirm that a majority of Directors must always be Bowling members.
- **Casual Vacancies:** Rule 70B will clarify that when a Director is appointed to fill a casual vacancy, they will serve out the balance of the term allocated to that group of Directors under Rule 50.
- **Bowling Membership Definition:** Rule 25(a) will be updated to clearly define Bowling Members as those over 18 who have applied for and been accepted by the Bowls Section.
- **Housekeeping Amendments:** The remaining changes are to simplify the numbering of rules (numbers only) and correct minor spelling and punctuation errors.

These amendments improve transparency, modernise the Constitution and remove minor inconsistencies without changing the intent of the existing governance framework.

Members, please note:

1. Nominations for the office of Director, duly completed in accordance with the constitution, must be in the hands of the General Manager by 16th October 2025 by 5:00 pm. Nominations open 14 days prior (2nd October).
2. Nomination forms are available from the General Manager.
3. All questions relating to the financial statements must be handed to the General Manager no later than seven days prior to the Annual General Meeting (i.e., 9th November) to enable answers to be prepared by the company Auditor and/or General Manager.
4. All Members are encouraged to access the minutes and Annual Reports from the website before the AGM.
5. Copies of the 2023-2024 Minutes, 2025 Annual Report, Ordinary & Special Resolutions, will also be available at the AGM and on the Club's website (under members).

By order of the Board of Directors

Ryan Clarke
General Manager