



FOUR WHEEL DRIVE VICTORIA

(Victoria Association of Four Wheel Drive Clubs Inc. Reg: A0013539S)

NOTICE of ANNUAL GENERAL MEETING and AGENDA

Monday 15th February 2021 at 7:30pm

**To be held at: Manningham Hotel
1 Thompsons Road, Bulleen. 3105**

Notice is hereby given that the annual general meeting of the Victoria Association of Four Wheel Drive Clubs Inc. will be held at the Manningham Hotel, 1 Thompsons Road, Bulleen, 3105, on Monday 15th February 2021 commencing at 7:00pm for a 7:30pm start.

Agenda

1. Quorum: Noting of attendances and determination of quorum.
2. Chairperson: Appointment of Chairperson to chair the meeting.
3. To confirm the minutes of the previous annual general meeting.
4. To receive and consider –
 - 4.1 The annual report of the Board on the activities of the Association during the preceding financial year; and
 - 4.2 The financial statements of the Association for the preceding financial year submitted by the Board in accordance with Part 7 of the Act.
5. Four Wheel Drive Victoria Strategic Plan and Organisation Map.
6. Elect members of the Board
7. Close

By order of the Secretary

Dated: 15th December 2020

Documents included with this notice:

- Previous Annual General Meeting Minutes
- Meeting Notes
- Appendix 3 Nomination of Delegate(s) Appointed to Represent an Affiliated Club
- Appendix 4 Form of Appointment of Proxy
- Appendix 5 Nomination for Board Membership



FOUR WHEEL DRIVE VICTORIA
(Victoria Association of Four Wheel Drive Clubs Inc. Reg: A0013539S)
MINUTES of ANNUAL GENERAL MEETING
Monday 11th November 2019
Held at: Manningham Hotel, Springbank Room
1 Thompsons Road, Bulleen. 3105

The meeting opened at 7:44 pm

1. Quorum: With 45 of the 101 delegates entitled to vote being in attendance physically or by proxy it was determined that a quorum in excess of the required 10% was present.
2. Colin Oates (Off Peak 4WD Club), as Vice President of the Association conducted the meeting after having tendered the apologies of the President, Michael Martin (Toyota Land Cruiser Club) who was unable to attend.
3. Minutes of the previous annual general meeting were accepted as read. Moved: Michael Podolak (Toyota HiLux 4WD Club of Vic.), Seconded: Joe Grosz (Werribee District 4WD Club).
4. Reports: Financial statements of the Association for the preceding financial year were presented by the Treasurer, Doug Mitchell (Off Peak 4WD Club), in accordance with Part 7 of the Act and Board reports on activities during the year delivered by Colin Oates and CEO, Wayne Hevey (Just Mates 4WD Club) were considered and accepted. Moved: David Bruinsma (Victorian Four Wheel Drive Club), Seconded: Rita Brown (Wanderin' Four Wheelers)
5. It was considered and unanimously thought fit to pass as a **special resolution** that the definition of Delegate in Rule 4 of the Rules of the Victoria Association of Four Wheel Drive Clubs Inc. November 2017, be replaced with the words '**Delegate** is a person from an affiliated club who may act/vote for that club at a general meeting. Affiliated clubs may have more Delegates than their voting entitlement. Each club's President, Vice-President, Secretary, Treasurer and an elected Delegate, if there is such a position on committee, is deemed to be a Delegate. Other persons from the club may be nominated as Delegates by the club's committee in writing in the form set out in Appendix 3 or in such form as may be prescribed by the Board from time to time.'
6. Elections:
 - 6.1. Dave Roberts (Toyota 4WD Club) was elected for a second term as an Ordinary Member of the Board, unopposed
 - 6.2. Fred de Gooyer (Land Rover Owners Club Victoria) was elected an Ordinary Member of the Board, unopposed

The meeting closed at 9.05 pm

In addition to the formal business agenda:

- Peter Wright (Midweek 4WD Club) briefed members on a well-advanced volunteer project seeking further contributions to help supply a tractor to Chikumbe, a village in Zambia
- The Parks Victoria Environmental Sustainability Award for 2019 received by the Association was on display
- The door prize, being a hand-held radio, donated by ICOM was won by the Offroad & Camping Club of Victoria

Meeting notes

Election of Members of the Board

Board member Kat Marmara-Stewart's Term of Office ends at the 2020 AGM.

Treasurer Doug Mitchell's Term of Office ends at the 2020 AGM.

Board members Colin Oates, Fred de Gooyer, Dave Roberts and Fred Schenck end their Term of Office at the 2021 AGM.

Nominations for Board Secretary, Board Treasurer and one ordinary Board member are invited. Nominations (either by email or hard copy) on the form provided, to be accepted and valid, must be received by the FWDV Office **no later than 5:00 PM on Friday 5th February 2021.**

Voting at the meeting: An affiliated club is entitled to be represented by **one Delegate for every one hundred (100) club members or part thereof and each Delegate shall be entitled to exercise one vote** at a ballot or pole on a question arising at a general meeting [Rule 38(1)].

Delegate Definition

Please note the current definition for a delegate and how that applies to your club.

Delegate: is a person from an affiliated club who may act/vote for that club at a general meeting. Affiliated clubs may have more Delegates than their voting entitlement. Each club's President, Vice-President, Secretary, Treasurer and an elected Delegate, if there is such a position on committee, is deemed to be a Delegate. Other persons from the club may be nominated as Delegates by the club's committee in writing in the form set out in Appendix 3 or in such form as may be prescribed by the Board from time to time - Rule 4.

Appointment of Proxy: A registered delegate entitled to vote may appoint another member entitled to vote as a proxy, to vote and speak on his or her behalf at the general meeting. The form for the appointment of a proxy approved by the Board for this meeting is included with this notice [Rule 34(5)(b)].

Discussion and asking questions

Members will have a reasonable opportunity to ask questions at the meeting. However, questions should be as brief as possible and relevant to the matters being discussed.

Rules of the Victoria Association of Four Wheel Drive Clubs Inc November 2019

APPENDIX 3 - NOMINATION OF DELEGATE(S) APPOINTED TO REPRESENT AN AFFILIATED CLUB

NOMINATION OF DELEGATE(S) APPOINTED TO REPRESENT AN AFFILIATED CLUB

The _____
(print club name)

being entitled to be represented by a delegate or delegates pursuant to the Rules of the Victoria Association of Four Wheel Drive Clubs Inc. November 2019, desire that any of the following financial club members be approved to represent our club on business being determined at any general meeting of the Association.

NAME, ADDRESS, POSTCODE

PHONE

Name _____
(President)

Name _____
(Secretary)

Signed _____
(President)

Signed _____
(Secretary)

Date _____

Date _____

Rules of the Victoria Association of Four Wheel Drive Clubs Inc November 2019

APPENDIX 4 - FORM OF APPOINTMENT OF PROXY

FORM OF APPOINTMENT OF PROXY

I, _____
(print name in full)

being an authorised delegate entitled to exercise one vote,

hereby appoint

(print name in full)

being a financial member of the _____(Club)

as my proxy to vote on my behalf at the annual general meeting of the Victoria Association of Four Wheel Drive Clubs Inc to be held on the 15th day of February 2021 and at any adjournment of that meeting. On any matter my proxy is authorised to speak and vote on my behalf as he or she sees fit.

Signed _____

Date _____

Club Name _____

(please print)

Rules of the Victoria Association of Four Wheel Drive Clubs Inc November 2019

APPENDIX 5 – NOMINATION FOR BOARD MEMBERSHIP

NOMINATION FOR BOARD MEMBERSHIP

To the Secretary,

VICTORIA ASSOCIATION OF FOUR WHEEL DRIVE CLUBS INC.

We, the undersigned member(s) and/or delegate(s), being entitled to vote at the 2020 election of board members, do hereby nominate:

_____ being a financial Club member of the
(print name in full)

(print club name in full)

as a candidate for the position of **Board Secretary ()**
Board Treasurer ()
Ordinary Board Member()

Please place a tick inside the brackets of the position you are nominating for.

Proposer _____
(print name in full)

Signature _____ Date _____

Member _____
(print club name)

Secunder _____
(print name in full)

Signature _____ Date _____

Member _____
(print club name)

I, _____ being a financial club
(print name in full)
member of the _____
(print club name)

hereby consent to the nomination(s) to the position(s) indicated above.

Signed _____ Date _____