

# **2025 CLUB OFFICIALS NOMINATION FORM**

## **DUTIES OF CLUB OFFICIALS**

Below is an outline of their duties.

**Committee:** To manage the business and affairs of the Club.

**President:** Shall be the official head of the Club, will be Chairman at all meetings and shall have the casting vote.

**Vice Presidents:** Shall perform the duties of the President in his absence.

**Secretary:** Shall be responsible to the Committee for the conduct and management of the affairs of the Club. The secretary shall also keep full and correct minutes of all resolutions and proceedings at meetings of the Club and Committee, keep a register containing the names, addresses and occupations of all members, class of membership, record showing the dates of payments by them of subscriptions, entrance fees and other moneys. Shall apply within the times prescribed for such registration and renewals required by statute.

**Treasurer:** Shall keep correct accounts and books showing the financial affairs on the Club, credit all moneys received, submit a statement of all financial affairs of the Club to the Annual General Meeting.

**Club Captain:** Shall supervise and control conduct of members at the various outings. Is entitled to attend all Board meetings but does not have the power to vote.

**Equipment Officer:** Shall maintain and organize for equipment to be a Sports Days etc. Shall notify the Board of any loss, damage or lack of equipment.

**Motorcycling NSW Delegates:** Shall be three in number and at least one shall attend the General Meetings of the MNSW whenever possible. Delegates shall have the power to act on behalf of the Manly Warringah M.C.C. at these meetings. His powers shall be conferred on him by the Committee.

**Nepean Delegates:** Shall be two in number and at least one shall attend Nepean meetings whenever possible. The chosen Director shall have the power to act on behalf of the Manly Warringah M.C.C. at these meetings. His powers shall be conferred on him by the Committee.

**Historic Registrar:** Shall inspect and insure that vehicles comply with RMS requirements,

**Auditor:** A proper qualified Auditor(s) shall be appointed. Duties will be to regulated in accordance with the terms of the code in force for the time by the department of Fair Trading.

## **NOMINATION FORM 2025**

The following positions in the Club are declared vacant.

- |                       |                          |
|-----------------------|--------------------------|
| (a) Committee (* + 5) | (g) Equipment Officer    |
| (b) President*        | (h) MNSW Delegates (3)   |
| (c) Vice President    | (i) Nepean Delegates (2) |
| (d) Secretary*        | (j) Historic Registrar   |
| (e) Treasurer*        | (k) Auditor              |
| (f) Club Captain      |                          |

Any financial member may nominate either himself or herself or any financial member or members for the above positions. In the event of a member nominating another member, then the nominees must signify their acceptance in the space provided. If there is more than one nomination for a position it will be necessary to have a ballot, otherwise the person nominated will automatically be elected. Nominations in writing must be lodged with the Club Secretary no later than Friday, 28<sup>th</sup> February, 2025.

I hereby nominate .....

for the position of .....

during the Club Year of 2025.

Proposer: .....

Secunder: .....

**I hereby accept the above nomination and seek election.**

**Nominee:** .....

**Dated:** .....