

**To:** Presidents & Secretaries of Affiliated Tennis Clubs, Other Affiliated Bodies and Life Members

**From:** Kim Kachel

**Date:** 4 October 2019

**Subject:** **Annual General Meeting of Tennis ACT Limited (Tennis ACT) and Nomination Form for General Directors of the Board**

The Annual General Meeting (AGM) of Tennis ACT will be held at **East Hotel** on Thursday, 28 November 2019 at 6pm.

The Notice for the AGM and the Order of Business will be circulated at least 21 days before the AGM (i.e. by 7 November 2019) as required by the Constitution.

Please also find attached a nomination form for the position of General Director on the Board. There will be two positions of General Director that Tennis ACT will be seeking to fill. The Tennis ACT Constitution requires a nomination to adhere to the following procedure (Section 24.3):

- (a) Only a natural person who is a Life Member or a member of an Affiliated Body or Affiliated Club shall be nominated or elected as a General Director.
- (b) Nominations for election General Director shall be:
  - (i) in writing;
  - (ii) on the prescribed form (if any) provided for that purpose;
  - (iii) signed by an officeholder of an Affiliated Club or Affiliated Body;
  - (iv) certified in writing by the nominee expressing his or her willingness to accept the position for which he or she is nominated; and
  - (v) specify the position the nominee is being nominated for.
- (c) Nominations must be received by Tennis ACT in writing at least 35 days prior to the date for the next AGM (i.e. by 24 October 2019).

Claire Dunn has been selected as the Returning Officer for these nominations.

Members are also informed that following the AGM drinks will be provided.

Regards,



Kim Kachel  
CEO Tennis ACT