

Dear Member,

12 August 2021

The club would like to invite nominations for the forthcoming Annual General Meeting.

This also serves as notification of the intention to convene the AGM on 29 September 2021. The club will forward the formal AGM notification once we have received the nominations which closes 12 days from issue of this notice. The formal AGM notice (21-day notice) will thus be published to yourselves on 08 September 2021 together with the list of nominees for the various positions and the rest of the AGM pack. See constitution timelines explanatory note below.

*Timelines:*

*This Constitution contains several timelines around General Meetings, these are linked so changing one can affect others:*

- *The call for nominations for Board Members is 48 days (see clause 15.1). This allows people 12 days to nominate.*
- *The close of nominations for Board Members is 35 days as is the call for notices of motion (see clause 15.2(e)). This allows 14 days to prepare the agenda and notices of the meeting.*
- *The notice of the meeting is to be sent out 21 days in advance (see clause 23(c)), allowing Members 3 weeks to consider the motions and nominees.*

*As the Club is run by volunteers sufficient time needs to be allowed for each step to be completed. For example, the Club may require Board Members to undertake criminal history checks. If the Club requires more time to complete each step, the timeframes set out in this Constitution should be increased.*

Please thus complete the attached nomination forms and submit before 24 August 2021.

Yours Sincerely,



Robin Poggenpoel

Chairperson

St. Augustine Cricket Club