



Volunteer Marine Rescue Brisbane Inc

Providing a Safer Marine Environment for Our Community

95 Allpass Parade, Shorncliffe Qld 4017

PO Box 201, Sandgate Qld 4017

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Annual General Meeting Agenda

Venue: Volunteer Marine Rescue Brisbane
95 Allpass Parade
Shorncliffe Qld 4017

1 Meeting opens

1930hrs by President with welcome to Members and Guests

- Apologies tabled
- Proxy authorities summarised
- Minutes of 2015/16 Annual General Meeting tabled
- Motion to accept minutes as a true and correct record
- Business arising from minutes
- Correspondence relating to this AGM only tabled
- Motion to accept correspondence as tabled
- Business arising from correspondence

2 Presentation of reports for the 2016/17 operating year

- **President**
Overall management of Volunteer Marine Rescue Brisbane
- **Senior Vice President**
Rescue Operations activities including Vessels and Rescue Equipment
- **Unit Training Coordinator**
Training and Development of Active Rescue Crews
- **Junior Vice President**
Hardstand occupancy report
Building and Grounds Management
Support Team activities
- **Treasurer**
Financial management of Association funds

Members and Guests invited to speak to the reports presented.

3 Election of the Management and Support Teams Team for 2017/18 operating year

President, Snr Vice President, Junior Vice President, Secretary, Treasurer, Members Representatives (2), Management Members (2), to attend VMRAQ Moreton bay Zone meetings (must be from Management). Immediate Past President remains as a Management Member.

- All Management positions declared vacant, and chair taken by a Guest or Person nominated from the floor.
- **In the event of lack of nominations for any position by the closing date**, Nominations shall be called from the floor.
- **In the event of unopposed nominations**, Secretary shall have placed a notice on the Members Notice Board 7 days prior to the meeting advising that, as per the Constitution the nominees are duly elected and no nominations shall be accepted at the meeting.
- **In the event of dual nominations for any position**, Secretary shall have notice placed on the Members Notice Board 7 days prior to the meeting.

Volunteers saving lives



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- A “Returning Officer” and “Scrutineer” appointed by the meeting shall collate and count all votes including Proxies registered, and announce the result.
- Motion to destroy all ballot papers.

Management recommended Support Positions (qualifications required)

- Unit Training Coordinator
- Health and Safety Representative

These positions do not form part of the Management Team, and may only vote upon matters related to their role.

Support positions to Management (No prior nominations required nominations from floor or volunteers)

- Administration Officer
- Website, Social Media and Business Relations Officer
- Publicity and Community Relations Officer
- Editor Members Magazine
- Social Organiser (within and external)
- Crew Liaison Officer
- Vessel and Equipment Maintenance Officer
- Membership Officer
- Waterside Assist Programme Coordinator
- Venue Manager
- Building and Grounds Maintenance Officer
- Delegate Sandgate Yacht Club
- Delegate Sandgate Canoe Club
- Delegate Polynesian Outrigger Club

These positions do not form part of the Management Team, and may only vote on matters related to their role.

4 Motion to appoint other [positions for the 2017/18 operating year

- Auditor (paid position)
- Legal representative Volunteer Marine Rescue Brisbane Inc (paid position)
- Unit Chaplain
- Patrons
- Honorary Members
- Life Member

5 General Business (relating to this AGM only)

- Motion to set the number of Associate Members for the 2017/18 year

6 Presentation of various awards

7 Advise date of Next Management Team Meeting

8 Meeting close and invitation to Members and Guests to remain for social refreshments

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