

26 October 2023

Dear Members,

NOTIFICATION OF RANELAGH CLUB ANNUAL GENERAL MEETING (AGM)
(A.C.N. 004 127 262)
7PM MONDAY 27 NOVEMBER 2023

On behalf of the Board of Directors, I invite all eligible financial members to attend the Ranelagh Club AGM to be held at 7pm on 27 November 2023 at the Ranelagh Clubhouse.

This purpose of this notification sets out the following key dates for your information:

NO	DETAILS	CLOSING DATE
1	<p>Member Questions and Proposed Special Resolutions</p> <ul style="list-style-type: none"> Members may submit questions and any Special Resolutions they would like included in the AGM agenda. Special Resolutions will need to state in full the proposed resolution (including the relevant section of the Constitution) and the rationale/intention to propose the resolution as a special resolution. <p>Forward your questions and/or proposed special resolutions by the due date to secretary@ranelagh.com.au so that they may be included in the Agenda.</p>	5pm Thursday 2 November 2023
2	<p>The AGM23 Agenda and AGM22 Minutes</p> <ul style="list-style-type: none"> Members will receive an email with these documents attached 	5pm Monday 6 November 2023
3	<p>Board Member Nominations close</p> <ul style="list-style-type: none"> The Board of Directors invites nominations from eligible club members for the Ranelagh Club Board including President, Treasurer, Secretary and General Board positions. The Board has recently updated its skills matrix and is keen to hear from members who have Hospitality, IT, Legal, Accounting, Risk and Compliance skills to reinforce our existing skills. Most importantly we seek nominations from members who are passionate about the future of the Club. To submit your nomination please complete the attached Board Nomination Form and email to secretary@ranelagh.com.au by the due date. 	5pm Monday 13 November 2023

4	Annual Report 2022-2023 <ul style="list-style-type: none"> Members will receive an email with these documents attached 	5pm Tuesday 14 November 2023
5	Board Member Nominations <ul style="list-style-type: none"> Members will receive an email with these documents attached 	5pm Tuesday 14 November 2023
6	Proxy Forms issued to Members <ul style="list-style-type: none"> In the event eligible members are unable to attend the AGM, a Proxy form is attached for you to complete and return. <u>You do not need to complete a Proxy Form if you are attending the AGM.</u> Proxy forms will need to be completed only by you, the member, and submitted no later than 48 hours before the time of the AGM. 	5pm Saturday 25 November 2023
7	Annual General Meeting	7pm Monday 27 November 2023

Any Questions ?

If you have any queries or seek additional information, please contact either:

- The Honorary Secretary, Alexis McCarthy email secretary@ranelagh.com.au or
- The General Manager, Dan Mestan email manager@ranelagh.com.au

Yours sincerely

RANELAGH CLUB

Alexis McCarthy

Honorary Secretary

Attachment A – Board Nomination Form

Attachment B – Proxy Form


ATTACHMENT A

BOARD NOMINATION FORM AGM 27 NOVEMBER 2023

In accordance with Regulation 52 "Board Nomination", if you are nominating yourself or another member for a Board Director role, please complete this form and email (a scanned copy with signatures and photograph) to the Honorary Secretary secretary@ranelagh.com.au by **5pm on Monday 13 November 2023**.

Alternatively, you may deliver this form to the office addressed to The Honorary Secretary, The Ranelagh Club, 3 Rosserdale Crescent, Mount Eliza VIC 3930 **by 5pm on Monday 13th November 2023**.

NOMINATOR TO COMPLETE	
Who is being nominated? Indicate either: <ul style="list-style-type: none"> Your name (if nominating yourself); or The name of the member who has given you their consent to being nominated 	
Your name if you are nominating the member above:	
NOMINEE TO COMPLETE	
When did you join The Ranelagh Club?	
Which Board position are you nominating for?	<input type="checkbox"/> PRESIDENT <input type="checkbox"/> SECRETARY <input type="checkbox"/> TREASURER <input type="checkbox"/> GENERAL BOARD
Why are you interested in this role? What skills will you bring to the role?	
Tell us a little about yourself?	

What would you like to tell us that will be placed on our website if your nomination is successful?	
What is your goal(s) for the Ranelagh Club? Why are these goals important to you?	
Please include a recent electronic photograph of yourself.	

NOMINEE TO AFFIRM:

1. I confirm I am over the age of 18 years and an eligible financial member of the Ranelagh Club.
2. I confirm that if my nomination is successful and I am appointed as a Director of the Ranelagh Club Board I consent to:
 - a. undertaking a police and bankruptcy check conducted by the club at the club's expense.
 - b. being registered as a Director of the Ranelagh Club with the Australian Securities and Investment Commission (ASIC); and
 - c. Obtain a Directors Identification Number (DIN) within 28 days of my appointment as Director (or if you already hold a DIN, to provide that number).

Nominee	Proposing Member	Seconding Member
Member #	Member #	Member #
Print Name	Print Name	Print Name
Signature	Signature	Signature

ATTACHMENT B

MEMBER PROXY VOTING FORM

In accordance with Regulation 35 "Proxies", Regulation 35.6 states "A form appointing a proxy must be given to the Secretary not later than 48 hours before the time of the general meeting in respect of which the proxy is appointed."

Please scan/photograph and email this completed form to proxy@ranelagh.com.au

Alternatively, you can obtain a form from the office during business hours, complete and leave it in the Box marked "**PROXY FORMS**" at the office by **5pm** Saturday 25 November 2023. **Only completed forms will be accepted.**

Member Name (please print)	Address	Member No.

☐

I am an eligible financial member of the Ranelagh Club (mark this box if correct).

OR

☐

I appoint the Chairperson of the meeting as my proxy (mark this box).

OR

☐

I appoint (write name of member) _____ as my proxy (mark this box).

Signed by Member (Date

Office Use Only

Date of Lodgement:

Time of Lodgement: