

Hi KODC members,

Dates to remember:

The Annual General Meeting will be held on Thursday 25/2/2021. **See below for Committee Nomination Form.**

Classes will be running as normally as we can with classes 2, 3 and 4 being from 8:30 to 9:30.

Baby Puppies, Beginners and Class 1 will now start at 10:00 and run for 30 mins.

The Obedience ring will be running from 8:30.

Normal Agility class times will apply.

All members will need to sign in as per health regulations.

Members with **PURPLE MEMBERSHIP CARDS** will need to have these changed over to **YELLOW** at the office. Please note: we will need to keep your purple card. This changeover **DOES NOT** need to happen immediately; it is probably easier if you do this after your class (as opposed to before) at some time over the next few weeks.

ANNUAL GENERAL MEETING

THURSDAY 25th FEB 2021

AGENDA

Meeting Opens
Apologies
Minutes from Previous Annual Meeting
Balance Sheet
Election of Office bearers
Motions*
Appointment of Auditor

**Prior notice must have been given to the Secretary before any motion can be discussed at the meeting. Notice must be received in writing no later than 7 days prior to the meeting.*

All motions received will be posted on the noticeboard inside the Clubrooms on the Sunday before the meeting – for prior notification.

Nominations are hereby called for the election of the following Office Bearers and Committee

**PRESIDENT
VICE-PRESIDENT (TWO)
SECRETARY
TREASURER
COMMITTEE MEMBERS (9)**

All nominations must be signed by the **NOMINEE, PROPOSER & SECONDER**

PLEASE NOTE: To be eligible for the position of *President* or *Vice-President*, a Member must have served a full term on Committee. Nominations close on **Thursday 4th Feb, 2021** and must be in the hands of the Secretary – P.O. Box 1093, Mountain Gate, 3156, by this date.

To be eligible to nominate for positions on the Committee, a Member must be financial before the **1st August, 2020**.

To be eligible to vote at the Annual General Meeting, a Member must be financial before the **1st September, 2020** and be a financial Member for 2021.

Any member who is eligible to vote at the Annual General Meeting, but unable to attend, is entitled to a postal vote. Application for a Postal Vote must be made in writing to the Secretary fourteen (14) days prior to the Annual General Meeting.

**KNOX OBEDIENCE DOG CLUB INC.
NOMINATION FORM (2021)**

| | |
|-----------------|--|
| POSITION | |
|-----------------|--|

| | NAME (Printed) | SIGNATURE |
|-----------------|-----------------------|------------------|
| NOMINEE | | |
| PROPOSER | | |
| SECONDER | | |

DATE ____ / ____ / ____

ANNUAL GENERAL MEETING

Have you thought about joining the KODC committee but were not sure what was involved or what you could contribute? Well read on.

The Committee meets once a month, currently on the first Wednesday of the month at 8pm. General committee members take on portfolios, which deal with the following activities:

| | |
|-------------------------------|--|
| Bar Manager | Organising the running of the bar (must have a liquor license) |
| Dog Shop Manager | Ordering stock and assisting with running the dog shop. Helping members select correctly fitting equipment. |
| Kitchen Manager | Organising the running of the kitchen. Managing the catering on trial days and special functions eg Workshops, Guest Speakers |
| Membership Secretary | Processing new memberships and maintaining the membership database |
| Operations Manager | Setting up the ground & organising equipment for use in the rings & ensuring that all equipment is maintained or replaced as needed. |
| Publicity Manager | Publicising the Club, managing the E-Newsletter Sub Committee and maintaining the club Website and Facebook groups |
| Supervisor of Training | Co-Ordinating all levels of classes, organising training panel meetings & meetings with all instructors. |
| Trial Co-Ordinator | (Agility, Obedience & Tracking) Responsible for the running of the trial on trial day. This includes organising stewards, organising rings and equipment. |
| Trial Reporter | Collecting all trial passes and writing a monthly report for the newsletter. |
| Trial Secretary | (Agility, Obedience & Tracking) Taking entries, organising judges and preparing the schedules and catalogues |
| Trophy Manager | Maintaining the ribbons for class passups. Purchasing trophies for trials and end-of-year presentation night |

Even if you aren't totally confident in a role there are many "old hands" who will help you out. We'd love to see some new faces so grab a nomination form (in the newsletter or at the office) and come and join us.

Want to help, but don't want to be on Committee? – we have many Sub-Committees where you can have all the glory, but none of the responsibility! Are you a dab-hand with a camera – join the Publicity team! Is cooking your thing? Come help the girls in the kitchen! Do you dream of data and statistics? Our membership database needs your help!
Ask your instructor or one of the office team, and they will point you in the right direction.