

For the purposes of these rules, the office of the officer of the Club becomes vacant if the officer:

- (a) Ceases to be a member of the Club
- or
- (b) Resigns his office by notice in writing given to the Secretary.

**14 COMMITTEE MEETINGS**

The Club Committee shall meet at least three times per year. The Secretary shall give notice of such Meetings and the Agenda to all Members of the Committee. Any Four members shall form a quorum.

**15 SECRETARY**

The Secretary of the Club shall keep minutes of the resolutions and proceedings of each General Meeting and each Committee Meeting in books provided for that purpose together with a record of the names of persons present at Committee Meetings.

**16 TREASURER**

(1) The Treasurer of the Club:

- (a) Shall collect and receive all moneys due to the Club and make all payments authorised by the Club
- and
- (b) Shall keep current accounts and books showing the financial affairs of the Club with full details of all receipts and expenditure connected with the activities of the Club.

(2) The accounts and books referred to in sub-clause (1) shall be available for inspection by members.

**17 NOMINATION OF OFFICERS AND COMMITTEE MEMBERS**

Nominations for Officers and Committee Members shall be proposed and seconded by two members of the Club with the consent of the nominee,

**18 ANNUAL GENERAL MEETING**

Unless notified otherwise, the Annual General Meeting shall take place each year on the first Wednesday in October, at a time and place to be nominated by the Executive Committee and will be open only to bona fide members. Honorary Members and invited guests may attend under the proviso outlined in Rule 5.

At the Annual General Meeting FIFTEEN Financial Members shall form a quorum.

The business to be transacted at the Annual General Meeting shall be:

- (a) President's Report
- (b) Minutes of the last Annual General Meeting
- (c) Matters arising from the minutes
- (d) To receive the Annual Reports from:
  - The Secretary
  - The Treasurer
  - Adoption of Reports
- (e) Election of Executive Committee
- (f) Any other business introduced by the Committee