Probus Club of Holland Park Inc.

ELECTIONS AND SELECTIONS

CLUB PRESIDENT:

1. Nominees should be a current member of the Club Management Committee
2. The term of office shall be a maximum of 2 years and shall be confirmed at the Annual General Meeting and seconded by a Club member
3. Nominees must be nominated and seconded by Club members and the Nominee must accept the nomination.

MANAGEMENT TEAM

1. Nominees must be financial Club members
2. Nominees must be nominated and seconded by Club members and accept the nomination
3. The following positions are available each year for selection and/or election

(a) President
(b) Secretary
(c) Treasurer
(d) Newsletter Editor and Webmaster
(e) Tour Coordinator Officer
(f) Photography and Audiovisual
(g) Membership Officer
(h) Guest Speaker Officer
(i) Vice President

The last President remains as a member

TIMELINES

1. Nominations for these positions are invited at the November Club Meeting
2. Nomination forms are available from the Club Secretary
3. Completed nomination forms should be given to the Returning Officer who is the Past President
4. Nominations close at the February Club meeting.
5. Elections (if required) occur at the March Annual General Meeting
6. The outcomes for all these positions will be announced at the Annual General Meeting

MANAGEMENT COMMITTEE STATEMENT FOR MEETINGS

1. These will be undertaken during the week prior to Club Meetings
2. Minutes will be recorded by the Secretary.

Other positions of responsibility are included in this structure:

a) Assistant Secretary
b) Assistant Treasurer
c) Providore
d) Assistant Tour Coordinator
e) Welfare Officer
f) Club Historian

Members holding these positions will be invited to Management meetings when circumstances require their input