

# ATHLETICS AUSTRALIA

Minutes of the Special Annual General Meeting of Athletics Australia Inc. held at the Sydney Olympic Bid Site, Homebush, Sydney, on Saturday, 28th November, 1992, commencing at 10:00am.

## 1. ROLL CALL OF OFFICERS AND DELEGATES.

### Officers:

President	D.P. Prince
Vice President	D.P. Wilson
Treasurer	J.Z. Makarucha
General Manager	N.A. King

### Delegates:

Queensland	P. O'Brien,	R. Brandis
New South Wales	J. Atterton,	S. Thompson
Victoria	B. Hodgson,	S. Stewart
South Australia	K. Edwards,	B. Stanton
Tasmania	N. Ruddock,	W. Fletcher
Western Australia	C. Porter,	W. Barber
Aust. Capital Territory	M. Thomson	
Northern Territory	R. Ralph	

<b>Board Members:</b>	P. Burke
	M. Mahony

<b>Also Present:</b>	P. Taylor	(ATFCA)
	G. Harvey	(ALAU)
	P. Waddell	(AFRWC)
	S. Baker	(Athletes Commission)

<b>Staff Present:</b>	B. Roe	(Competitions Manager)
	G. Rowe	(Business Manager)
	A. Benson	(National Coach)
	M. Loughnan	(Integration Co-ordinator)

<b>Life Member:</b>	C.D. Lee
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<b>2. APOLOGIES.</b>	B. Gleeson	(ACT) (late arrival)
	L. Nevin	(NT)
	J. Baguley	(AA Board)

**3. READING OF NOTICE CONVENING MEETING.**

3.1 The President read the notice convening this Special General Meeting.

**4. REPORT OF THE ATHLETICS AUSTRALIA TASK FORCE AND RECOMMENDATIONS OF THE BOARD OF MANAGEMENT.**

President advised that the recommendations of the Task Force had been endorsed by the Board, that it was preparing short term and long term plans and addressing the recommendations.

Task Force member, B. Stanton, acknowledged the support which had been received from people associated with Athletics Australia, noting the positive attitude and the willing provision of information. He added that it was now time for action and that the recommendations should be supported by the Associations.

It was requested by Athletics ACT that Athletics Australia convene a General Meeting to debate recommendations.

Resolved: That the Board would review to determine if such a meeting could be held.

**5. NOTICE OF MOTION.**

Noted: That the ACT and NT delegates have two votes each as each Association is represented by one delegate only.

**5.1 PROPOSED CHANGES TO THE MEMORANDUM AND ARTICLES OF ASSOCIATION.**

[Please refer to the attachment at Appendix A]

5.1.1 Resolved: That the proposal be accepted but with "the Federation" to replace "AA".

5.1.2 Lapsed [as 5.1.1 - accepted].

**5.2 PROPOSED CHANGES TO THE ARTICLES OF ASSOCIATIONS.**

5.2.1 Resolved: That the change be adopted.

5.2.2 Resolved: That the change be adopted.

5.2.3 Resolved: That the change be adopted.

5.2.4 Resolved: That the change be adopted.

- 5.2.5 Resolved: That the change be adopted.
- 5.2.6 Resolved: That the change be adopted.
- 5.2.7 Resolved: That the change as submitted by the Secretary be adopted and the alternative submitted by Athletics Victoria not be accepted.
- 5.2.8 Resolved: That the change be adopted.
- 5.2.9 Resolved: That the change be adopted.
- 5.2.10 Resolved: That the change be adopted.

### 5.3 OTHER POSSIBLE CHANGES TO BYLAWS.

Changes proposed at 5.3.1 and 5.3.2 were not put and therefore there is no change.

### 5.4 PROPOSED CHANGES TO BYLAWS.

- 5.4.1 Resolved: That Bylaws 5 to 10 be deleted and replaced with the Bylaws as recommended with the following changes:

Bylaw 6(2); to be added:

- "(e) through and in collaboration with the Officials Sub-Commission of the Track and Field Commission, for establishing, maintaining and operating an officials education, grading and examination system, the conduct of national courses and seminars for officials and the appointment of all chief officials at all Australian Road Running and Cross Country Championship meetings;
- (f) through and in collaboration with the Facilities and Equipment Sub Commission of the Track and Field Commission for the oversight and certification of all facilities and equipment used for road running and cross country competition in Australia and matters related thereto and for recommendations generally in relation to competition venues and equipment."

Bylaws 6(5) and 6(10) to be combined to become the National Development & Administration Commission.

Bylaw 6(6); to be deleted from part (c):

"in conjunction with the International Tours Commission."



The meeting was adjourned at 11:38am, and was reconvened at the Sebel Townhouse, Elizabeth Bay Road, Sydney, at 2:02pm

5.4.2 Resolved: That the changed be adopted.

5.4.3 Resolved: That the change be adopted.

5.4.4 Resolved: That the change be adopted.

5.4.5 Resolved: That the change be adopted.

5.4.6 Noted.

5.4.7 Noted.

5.4.8 Resolved: That the change be adopted.

6. Noted.

7. Whilst no notice of other business had been given the President allowed a discussion on the methodology for setting of Registration Fees.

Resolved: That there be a review of the apportionment of the Registration Fees.

Meeting closed at 2:23 pm.



## ATHLETICS AUSTRALIA

19TH OCTOBER 1992

NOTICE IS HEREBY CONFIRMED IN ACCORDANCE WITH ARTICLE 21 AND THE PREVIOUS NOTICES IN RELATION THERETO THAT A GENERAL MEETING OF ATHLETICS AUSTRALIA WILL BE HELD AT SYDNEY OLYMPIC BID SITE OFFICE, HOMEBUSH SYDNEY, ON SATURDAY, 28TH NOVEMBER 1992, COMMENCING AT 10.00AM OR AT SUCH OTHER TIME AS SHALL BE ADVISED TO MEMBER ASSOCIATIONS.

## AGENDA

1. Roll Call of Officer and Delegates
2. Apologies
3. Reading of Notice Convening Meeting
4. Report of the Athletics Australia Task Force and Recommendations of the Board of Management
5. Notices of Motion (all submitted by the Secretary on behalf of the Board of Management)

5.1 PROPOSED CHANGES TO THE MEMORANDUM & ARTICLES OF ASSOCIATION

5.1.1 Memorandum Clause 1  
PROPOSED that it be reworded to read -

The name of the company is Athletics Australia (hereinafter called "AA").

Article 2 (a)(xx)  
PROPOSED that it be reworded to read -

"AA" means Athletics Australia

CONSEQUENTIALLY IT IS PROPOSED that all references in any clauses of the Memorandum, and Article, Bylaw or Rule to "the Union" shall be replaced by appropriate reference to "AA"

5.1.2 ALTERNATIVE WORDING proposed by Athletics Victoria to the motions under 5.1.1 -

"all references to "AA" be substituted by references to "the Company".

5.2 PROPOSED CHANGES TO THE ARTICLES OF ASSOCIATION

5.2.1 PROPOSED that Art. 12(b) be deleted and that (c) and (d) be renumbered as (b) and (c).

NOTE: This article is not necessary as this matter is covered by Bylaw 4.

5.2.2 PROPOSED that Art. 18 be reworded to read -

An annual general meeting of the Union shall be held at such times and places as may be determined by the Board of Management provided that the date of such meeting is no more than five months after the close of the financial year. At the request of at least four Member Associations the annual general meeting may be held at a time earlier than that proposed by the Board but no earlier than three months after the close of the financial year unless so proposed by the Board.

5.2.3 PROPOSED that the following words be inserted in Art 19(a) after the word "statements" -

"which must have been prepared and distributed to Member Associations within three (3) months of the close of the financial year"

The Article would then read,

(a) "to receive and consider a report of the Board of Management of the proceedings of the Union for the previous financial year and a duly audited balance sheet and statement of revenue and expenditure and accompanying statutory reports and statements which must have been prepared and distributed to Member Associations within three (3) months of the close of the financial year; and"

5.2.4 PROPOSED that Art. 36 be reworded to read -

(a) The Board shall consist of not more than nine Directors who shall be elected by the Members in general meeting to the following portfolio positions:

- (i) President
- (ii) Treasurer and Director for Finance
- (iii) Director for National Marketing
- (iv) Director for National Development
- (v) Director for Junior Development
- (vi) Director for Road Running, Cross Country and Road Walking Competition
- (vii) Director for Track and Field Competition
- (viii) Director for Special Projects and Events
- (ix) Director for State Liaison



3.

- (b) The responsibilities of each Director shall be as prescribed in the bylaws or elsewhere in these Articles.
- (c) At each annual general meeting, after any elections for Directors have taken place, one of the Directors, other than the President shall be elected as the Vice-President. The chairman shall call for and accept nominations for the office at the annual general meeting and the provisions of Article 40(e) shall apply, mutatis mutandis, to such election. The Vice-President may not be a member of the same Member Association as the President.
- (d) The Union may from time to time by special resolution passed at a general meeting alter the prescribed number of members of the Board of Management provided that the number shall not be reduced below nine. Any such special resolution shall specify the time at which such increase or reduction shall take effect.

Note: [Art. 37 remains as is]

5.2.5 PROPOSED that Art. 38 be deleted and left vacant.

5.2.6 PROPOSED that Art. 39 be reworded to read -

- (a) At each annual general meeting held in an even numbered year, the President and the four Directors whose portfolio positions (or their replacements) were the subject of election in the previous even numbered year, and at each annual general meeting in an odd numbered year, the Directors whose portfolio positions (or their replacements) were the subject of election in the previous odd numbered year, shall retire from office. A retiring member of the Board shall retain office until the dissolution or adjournment of the meeting at which their successor is elected.
- (b)
  - (i) As a transitional provision, all Directors then holding office shall retire from office at the annual general meeting held in 1992.
  - (ii) Notwithstanding article 39(a) no Directors shall retire in 1993. In 1994 the portfolio positions of President and four others to be drawn by lot after the election of Directors at the annual general meeting held in 1992, shall be the subject of elections. In 1995 the remaining four portfolio positions will be the subject of elections.
- (c) A retiring member of the Board shall be eligible for re-election.
- (d) The Union at any annual general meeting at which any members of the Board retire pursuant to these Articles may fill the vacated office and may fill up any other vacancies in accordance with the principles set out in Article 42.



\*5.2.7 PROPOSED that Article 40 be reworded to read -

- (a) Any person eligible to serve as a Director in accordance with Article 37 may nominate for election to the Board.
- (b) The nomination, which shall be in writing and specifying the office or offices in respect of which the nomination is made and signed by the nominee, shall be lodged at the Office at least 42 days before the annual general meeting at which the election is to take place. The nomination shall include or be accompanied by evidence of the nominee's current membership of a Member Association.
- (c) [as currently worded]
- (d) [as currently worded except replacing the word "President" wherever appearing with the words "any Director"]
- (e) [as currently worded]
- (f) delete and replace by -

No person may hold more than one portfolio position. Where a person who is already a member of the Board is elected or appointed to another position or where a person is elected to more than one position, he must, immediately following the election advise the chairman of the position which he wishes to hold. The chairman shall immediately call for and accept nominations for any vacancy so arising and an election conducted at the annual general meeting. If such a vacancy occurs at any other time the Board shall fill the vacancy.

- (g) [as currently worded]
- (h) delete
- (i) [as currently worded] but renumbered as (h)

Note: [Article 41 remains as is]

\* please see attached alternative proposal from Athletics Victoria (Appendix A)

5.2.8 PROPOSED that Art. 42 be reworded to read -

- (a) The Board shall have power from time to time and at any time to appoint other eligible persons to be Directors either to fill casual vacancies or as additions to their number. Any Director so appointed to fill a casual vacancy shall be subject to retirement at the same time as if he had become a Director on the day on which the Director in whose place he is appointed was last elected or appointed to that portfolio position. Any Director appointed as an addition to the Board shall hold office only until the conclusion of the next annual general meeting of the Union and shall be eligible for election at such meeting but shall not be taken into account in determining the Directors who would normally retire by rotation at such meeting.

- (b) [as currently worded]  
[Article 43 remains as is]

## 5.

5.2.9 PROPOSED that Art. 44 be reworded by the deletion of the words "(b) a Treasurer" and the substitution of "(b)" for "(c)".

5.2.10 PROPOSED that Art. 47 be reworded by the deletion of the words "State Bank of Victoria" and their replacement by the words "Commonwealth Bank of Australia".

### 5.3 OTHER POSSIBLE CHANGES TO ARTICLES

The following possible changes to the Articles were discussed at various times during three Task Force consultations but are not the subject of a specific proposal. Such a change remains possible should any Association wish to advance same at the General Meeting.

5.3.1 Art. 25 currently only prevents the President or Treasurer from representing their Member Association at an annual or ordinary general meeting of the Union. It has been suggested that this provision could or should apply to all members of the Board.

5.3.2 Art. 33 currently in effect restricts attendance at general meetings of the Union to the two delegates from each Association, one salaried officer of each Association and a representative of each Associate Member. Life Members may attend under Art. 13 and the Board may invite a representative of a committee or commission under Bylaw 16.

It may be appropriate to consider a wider eligibility provision for attendance.

### 5.4 PROPOSED CHANGES TO BYLAWS

5.4.1 PROPOSED that bylaws 5 to 10 be deleted and replaced by -

### 5. STANDING COMMITTEES

There shall be elected at each annual general meeting one member for each of the following selection committees. Each member shall hold office for three years, with one member retiring by rotation each year. The National Coach shall be an ex-officio member of each committee:

- (1) A Track and Field Selection Committee which shall be responsible for the selection of teams and individuals to represent Australia for events other than road running, cross country and road walking.
- (2) A Road Running, Cross Country and Road Walking Selection Committee which shall be responsible for the selection of teams and individuals to represent Australia in road running, cross country and road walking events.



6. COMMISSIONS

The Board may from time to time establish Commissions on either a permanent basis or for a designated period or purpose (which may be extended by the Board at any time) to advise it on specified matters or to oversee particular competition or development programmes. Commissions shall undertake such tasks as are allocated by the Board or as are prescribed by the Memorandum, Articles, Bylaws or Rules of the Union.

The Board shall, unless otherwise provided, appoint the members of all commissions as well as determine the terms of office and the number of persons to serve on each commission. In general, commission members will be appointed for two years with the Board reviewing all commission memberships by no later than December 31st in each even numbered year. To assist the Board in making appointments, Member Associations shall be asked to submit names of suitable persons before each biennial review but the Board shall not be restricted to such nominations when making appointments to Commissions.

Responsibility for liaison with each commission will be allocated by the President to a Board Member or member of staff after the election of the Board at each annual general meeting.

The following permanent commissions shall be established by the Board:

- (1) TRACK AND FIELD COMMISSION which shall advise the Board generally on matters relating to track and field competition and in addition be responsible:
  - (a) for the appointment of Technical Delegates and generally overseeing the technical and competition arrangements for all Australian Track and Field Championships and other major track and field meetings;
  - (b) through its Officials Sub-Commission, for establishing, maintaining and operating an officials grading and examinations system, the conduct of national courses and seminars for officials and the appointment of all chief officials at all Australian Championship meetings;
  - (c) through its Facilities and Equipment Sub-Commission for the oversight of the certification of all facilities and equipment used for track and field competition in Australia and matters related thereto and for recommendations generally in relation to competition venues and equipment;
  - (d) for the establishment and approval of timetables and special technical regulations for the conduct of each Australian Track and Field Championship meeting;
  - (e) for the establishment and maintenance of an annual calendar of Championship and other major track and field competitions;
  - (f) for setting the qualifying standards for entry into Australian Championships.



- (2) ROAD RUNNING AND CROSS COUNTRY COMMISSION which shall advise the Board generally on matters relating to road running and cross country competition and in addition be responsible:
- (a) for the appointment of Technical Delegates and generally overseeing the technical and competition arrangements for all Australian Road Running and Cross Country Championships and other major competitions in those disciplines;
  - (b) for establishing, maintaining and operating a certification system of all courses used for Australian Championships and other major road (including walking) and cross country events and a grading and examination system for course measurers;
  - (c) for the establishment and approval of timetables and special technical regulations for the conduct of each Australian Road Running or Cross Country Championship meeting;
  - (d) for the establishment and maintenance of an annual calendar for Championship and other major road running and cross country competitions.
- (3) WALKING COMMISSION which shall advise the Board generally on matters relating to walking competition and in addition be responsible:
- (a) for the appointment of Technical Delegates and generally overseeing the technical and competition arrangements for all Australian Road Walking Championships and other major road walking competitions;
  - (b) in association with the Officials Sub-Commission of the Track and Field Commission for the institution of training programmes for walk judges, the grading thereof and the recommendation to the Board of nominations for appointment to the IAAF Panel of Walk Judges;
  - (c) for the recommendation to the Board of programmes for the promotion and development of both competitive race walking and community walking;
  - (d) for the establishment and approval of timetables and technical rules for the conduct of each Australian Road Walking Championship meeting;
  - (e) for the establishment and maintenance of an annual calendar for Championship and other major race walking competitions.
- (4) JUNIOR DEVELOPMENT COMMISSION which shall advise the Board generally on matters relating to junior and espoir (under 23) development and in particular for recommendations to the Board for the establishment and maintenance of a National junior development programme.
- (5) NATIONAL DEVELOPMENT COMMISSION which shall include the principal administrative officer of each Member Association or their nominee and which shall advise the Board generally on matters relating to the national development of athletics.



- (6) COACHING COMMISSION which shall comprise those members of the Executive of the Australian Track and Field Coaches Association who are registered members or staff members of the Union and which shall co-ordinate coaching matters generally and in addition be responsible:
- (a) for recommending to the Board a system for the education, examination and certification of coaches within the Australian National Coaching and IAAF Accreditation Schemes;
  - (b) for the conduct of national courses, seminars and congresses on coaching;
  - (c) in conjunction with the International Tours Commission for the recommendation of coaches for appointment to Australian teams.
- (7) INTERNATIONAL TOURS AND COMPETITION COMMISSION which shall be generally responsible for recommending to the Board suitable international competition programmes and tours for Australian teams, and all matters incidental thereto, including the recommendation of suitable persons for appointment to Australian teams as team officials, coaches and medical and other support personnel. The Board may establish a Medical Sub-Commission to make recommendations to the Commission on medical matters relevant to teams.
- (8) DOPING CONTROL COMMISSION which shall comprise two persons, one of whom shall be a medical practitioner or scientific expert in the area of doping in sport and one with legal or a specific knowledge of the applicable laws and rules, which shall be responsible for recommendation to the Board of a suitable anti-doping programme and for the general oversight and administration of same in accordance with bylaw 38.
- (9) ATHLETES COMMISSION which shall advise the Board on any matters of concern to athletes. Each member of the Commission (except the Chairman) shall have been a member of an Australian senior athletic team during the two year period prior to their appointment.
- (10) ADMINISTRATION COMMISSION which shall include the principal administrative officer of the Union and each Member Association or their nominee and which shall be responsible for co-ordination and liaison in relation to the day to day administrative operation of the national athletic programme. It may make recommendations to the Boards of the Union and Member Associations in relation thereto.
- (11) MARKETING AND MEDIA COMMISSION which shall be responsible for the recommendation to the Board of a national marketing and media programme and thereafter for the implementation and management thereof in association with other arms of the sport.



[Note: Under this proposal there is considerable streamlining of the present committee and commission structure. The Records and Constitution Committees are abolished and their duties transferred to single elected officers. The Womens Committee and Scientific and Medical Commission are abolished with their duties capable of being handled by other commissions or by short term working groups. The Information Systems Commission is subsumed within the Administration Commission along with certain aspects of the Finance and Administration Committee and the role played to date by the Secretaries Meeting which is discontinued. To reduce administration and to avoid duplication the Technical and Officials Committees are structured within the Track and Field Commission. The Standards Committee is abolished and its duties transferred to the Track and Field Commission permanently as has been the case for the past two years. Northern Australia Commission becomes a Sub-Commission of the National Development Commission.]

## 7. ELECTED AND APPOINTED OFFICERS

- (1) There shall be elected at each annual general meeting in an even numbered year the following honorary officers who will hold office for two years:
  - (a) NATIONAL STATISTICIAN whose duties shall be to gather detailed results of all athletic competitions in Australia or involving Australian competing abroad and to compile Australian ranking lists both on a regular basis and for publication in the Union Almanac. The Statistician may appoint such assistants as he deems necessary or at the request of the Board, such assistants to hold office for the term of the Statistician.
  - (b) NATIONAL RECORDS OFFICER whose duties shall be to maintain the official list of Australian Records as required by the Bylaws and Rules of the Union, to examine all record applications to ensure that all necessary requirements have been met, to seek further information where necessary and to make recommendations to the Board in relation to records, including the acceptance or rejection of same.
  - (c) NATIONAL CONSTITUTION OFFICER whose duties shall be to advise the General Manager on any matter related to the Memorandum or Articles of Association, Bylaws or Rules of the Union.
- (2) There shall be appointed by the Board from time to time at the Board's pleasure the following tribunals:
  - (a) DOPING CONTROL TRIBUNAL comprising a chairman only, but with such substitute chairmen as the Board deems appropriate, to which all investigations and appeals in relation to doping matters will be referred;



- (b) GENERAL TRIBUNALS comprising between one and three members, and with such substitute members as the Board deems appropriate, to which any investigations and appeals in accordance with Section VII of these Bylaws, except those relating to doping matters, may be referred.

## 8. DELEGATES TO OTHER ORGANISATIONS

- (1) The Executive Committee of the Board shall appoint delegates of the Union to the Australian Olympic Committee, Australian Commonwealth Games Association, Confederation of Australian Sport, Oceania AAA Congresses, IAAF Congresses, the Pacific Conference Games Permanent Committee and to any other organisation in respect of which a delegate from the Union is required. It may revoke such appointments at any time. The President shall be an IAAF Congress delegate whenever possible.
- (2) Delegates to any organisation shall report to the Union in writing within thirty days of the completion of the meeting or occasion in respect of which a report should or is required to be made.

## 9. EXECUTIVE COMMITTEE

The Board at its first meeting following each annual general meeting shall appoint from amongst its members an Executive Committee comprising the President, the General Manager and two others. In addition to any duties specified elsewhere, the Executive shall have responsibility for conditions of employment of staff and for any matters delegated by the Board in accordance with Article 57.

## 10. TEAM OFFICIALS

- (1) The Executive shall appoint, following the receipt of any recommendations made by the International Tours Commission, team officials for all Australian teams selected under the auspices of the Union and for the athletics sections of Australian Olympic and Commonwealth Games Teams.
- (2) Member Associations shall have the right to submit to the Union names of persons available for appointment to positions. Each such nomination shall be accompanied by a signed statement of the qualifications of the person for the position(s) nominated. Nominations will be called for by the first day of September each year and will close on the thirtieth day of November for consideration for appointments to be made during the following year. Neither the Commission nor the Executive shall be limited to nominations so received when considering recommendations or appointments.
- (3) The Executive shall have power to announce an appointment at any time and in such manner as it deems desirable.

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- (4) All Team Managers and any other team official requested to do so by either the Team Manager or the Union shall submit a written report and financial statement, if applicable, to the Union within two months of the completion of the competition or tour for which they were appointed.
- (5) The Executive shall invite Member Associations to submit nominations for Headquarters Staff of Olympic Games, Commonwealth Games or other similar teams in accordance with requests from such organisations and may then select suitable nominees and submit them accordingly.

5.4.2 PROPOSED that bylaw 11 be reworded to read -

11. NOMINATIONS

- (1) Nominations for Standing Committees and Honorary Officers shall be in writing and signed by the nominee and shall be lodged at the Office at least 42 days before the annual general meeting at which the election is to take place. The nomination shall include or be accompanied by evidence of the nominee's current membership of a Member Association.
- (2) [as currently worded]
- (3) [as currently worded]
- (4) Any person who is currently a member of a Member Association may nominate for election.
- (5) All nominations the subject of election at an annual general meeting shall be listed on the business paper.
- (6) The Board shall appoint the Secretary at its first meeting after the annual general meeting in each year.
- (7) Members of Standing Committees and Honorary Officers need not necessarily be elected from amongst the delegates at an annual general meeting.
- (8) Should any position on a standing committee or that of an honorary officer become vacant, the person appointed to the position by the Board shall hold office for the remainder of the term of the person replaced.



5.4.3 PROPOSED that Bylaw 15 be reworded to read -

15. NOTICES OF MOTION

- (1) Motions may be submitted to a general meeting of the Union by a Member Association, the Board, a Director, the Secretary or the Chairman of a Committee or Commission.
- (2) Notices of motion to amend the Memorandum or Articles, Bylaws or Rules of the Union at the annual general meeting shall be submitted to the Office no at least forty two days prior to the date set for the meeting. The Secretary shall refer such notices of motion to the National Constitution Officer to ensure that each is correctly framed and whether any consequential amendments will arise.
- (3) Other notices of motion for consideration at an annual general meeting must also be lodged at the Office forty two days in advance. However, upon leave being granted by the meeting a matter may be raised without notice and excepting notices under bylaw 15(2), such matter may be the subject of a motion.
- (4) The Secretary shall mail to all Member Associations full lists of notices of motions for consideration at an annual general meeting at least 28 days prior to the date set for the meeting.
- (5) Notices of motion for consideration at an ordinary general meeting shall be lodged at the Office no later than twenty one days before the meeting is to be held, in accordance with Articles 20 and 21.

5.4.4 [No changes are proposed to bylaws 16 and 17 except the consequential change to delete the word "special" in each case as it is no longer applicable.]

5.4.5 PROPOSED that bylaws 20 and 21 be deleted and the numbers left vacant to later include the duties of the Directors.

5.4.6 Note: [Bylaw 20 will not be required if the Administration Commission is formed whilst Bylaw 21 has never been used.]

5.4.7 [No changes to other bylaws have been specifically considered but a further review will be undertaken in the light of the acceptance of any or all of the above proposals.]

5.4.8 PROPOSED that bylaws 27 and 28 be amended to take account of any change accepted to the investigation process [see above proposed bylaw 7(2)].

6. NOTE: A separate review is being undertaken in respect of the Rules (the green section of the Constitution).

7. No notice of any other business has been given.

Neil King  
Secretary/General Manager



APPENDIX A

[Refer to proposal 5.2.7 on page 4]

5.2.7.1 PROPOSED by Athletics Victoria that Article 40 (a) be reworded to read:-

- (a) "Any Member Association shall be at liberty to nominate any eligible person who is resident within the State or Territory of the nominating Member Association for election to the Board provided that the number of nominations by any one Member Associations may not exceed the number of vacancies to be filled."