

## Circular

<b>Title:</b>	Notice of SLSWA AGM & Club Presidents Forum Notice of SLSWA Club Advisory Meetings
<b>Date:</b>	8 August 2018
<b>Document ID:</b>	<b>11, 2018/19</b>
<b>Department:</b>	Corporate Services
<b>From:</b>	Vasika Bechar Ph: 08 9207 6666 (SLSWA Office Hours Monday to Friday, 8.30am to 5pm) Email: <a href="mailto:vbechar@slnswa.com.au">vbechar@slnswa.com.au</a>
<b>Audience:</b>	Club Administrators, Club Presidents, Club Representatives to Club Advisory Forums, General interested SLSWA members.
<b>Summary:</b>	<p>That our Annual General Meeting, Club President's Forum and Club Advisory Forums will be held Saturday 8 September 2018:</p> <ul style="list-style-type: none"> <li>▪ SLSWA AGM</li> <li>▪ SLSWA Club Presidents Forum</li> <li>▪ Australian Institute Company Directors – Duties and Responsibilities of the Not for Profit Director</li> <li>▪ Development Member Advisory Forum</li> <li>▪ Surf Sport Member Advisory Forum</li> <li>▪ Lifesaving Member Advisory Forum</li> <li>▪ Information Technology Training</li> </ul>
<b>Action:</b>	Country club administrators from Broome, Esperance Goldfield and Port Walcott SLSC are to contact Heidi Fardig from Corporate Traveller on +61 8 6466 5320 or email at <a href="mailto:heidi.fardig@corporatetraveller.com.au">heidi.fardig@corporatetraveller.com.au</a> to arrange their travel by no later than <u>Friday 31 August 2018</u> .

### Meeting Details

Meetings will take place at Surf Life Saving WA, 7 Delawney Street, Balcatta, WA 6021. The meetings will be held at the following times:

<b>Annual General Meeting and Club Presidents Forum</b>	
<b>Duties and Responsibilities of the Not for Profit Director Course</b>	
<p><b>8:00am – 8:30am</b></p> <ul style="list-style-type: none"> <li>▪ SLSWA Annual General Meeting</li> </ul> <p><b>8:30am – 10:30am</b></p> <ul style="list-style-type: none"> <li>▪ SLSWA Club Presidents Forum</li> </ul>	<p><b>11:00am – 3.00pm</b></p> <ul style="list-style-type: none"> <li>▪ Australian Institute Company Directors               <ul style="list-style-type: none"> <li>- Duties and Responsibilities of the Not for Profit Director Course</li> </ul> </li> </ul> <p><i>*Spaces are limited; Club Presidents must register to attend the AICD course. Details of registration will be emailed to Club Presidents.</i></p>

<b>Club Advisory Meeting</b>	
<p><b>8.30am – 10.30am</b></p> <ul style="list-style-type: none"> <li>▪ Development Member Advisory Forum - Nippers</li> <li>▪ Lifesaving Member Advisory Forum</li> </ul>	<p><b>11.00am – 1.00pm</b></p> <ul style="list-style-type: none"> <li>▪ Development Member Advisory Forum – Youth</li> <li>▪ Surf Sport Member Advisory Forum</li> </ul> <p><b>1.30pm – 3.00pm</b></p> <ul style="list-style-type: none"> <li>▪ Information Technology Workshop</li> </ul>

## Travel & Accommodation

SLSWA will provide:

- Up to 4 air tickets respectively for Broome, Esperance Goldfield and Port Walcott SLSC to be organised by their respective delegates by contacting Heidi Fardig from Corporate Traveller on +61 8 6466 5320 or email at [heidi.fardig@corporatetraveller.com.au](mailto:heidi.fardig@corporatetraveller.com.au) to arrange their travel by no later than Friday 31 August 2018.
- Fuel allowances will be paid to country club delegates as following:
  - Albany, Champion Bay, Denmark, Dongara Denison, Geraldton, Margaret River and Smiths Beach fuel allowance capped at \$225 per car (Maximum of two cars).
  - City of Bunbury, Dalyellup, Busselton and Binningup fuel allowance capped at \$150 per car (Maximum of two cars).
  - Port Bouvard, Secret Harbour, Mandurah fuel allowance capped at \$70 per car (Maximum of two cars)
- An accommodation subsidy of \$125 per person for the Friday night prior to the meetings will be provided for 1 country delegate attending each meeting, ie the subsidy will be for a maximum of 4 people per club (excluding Port Bouvard, Secret Harbour and Mandurah). Where unique circumstances apply (eg a flight cannot be arranged for Saturday afternoon) we will also provide the same subsidy for the Saturday night.

We have taken on board feedback received from delegates in respect to the inflexibility of having their accommodation arranged for them in previous years; individual delegates will now be responsible for arranging their own accommodation.

To receive their subsidy clubs are to invoice SLSWA by no later than 30 September 2018 attaching copies of relevant receipts.



**James O'Toole**  
**Chief Executive Officer**