2025 ANNUAL GENERAL MEETING - AGENDA

The following is the Agenda of the Annual General Meeting of members of the Cairns RSL Sub Branch Inc will be held at the Catalina Room RSL Building 115 Esplanade Cairns.

Sunday 18 May 2025 @ 2pm

1. Opening of Meeting
2. Ode

   They shall grow not old as we that are left grow old
   Age shall not weary them, nor the years condemn
   At the going down of the sun and in the morning
   We will remember them
   Lest We Forget

3. Vales
4. Pledge of Allegiance

   I,............................do hereby swear allegiance to the Commonwealth of Australia and its people and do hereby subscribe to the Constitution of Australia and the Constitution of the Returned and Services League of Australia.

5. Present As per the Registration Book
6. Apologies As per the Registration Book
7. Welcome by President Nathan Shingles
8. Welcome to Special Guests
9. Confirm the Minutes of the previous 2024 Annual General Meeting

   Motion:
   "That the Minutes of the 2024 AGM as promulgated be confirmed".
   Moved: **Seconded:**

10. Business Arising from the 2024 AGM Minutes
11. To receive and consider the President's Annual Report

    Motion:
    "That the meeting resolves to accept and adopt the President's report as tabled".
    Moved: **Seconded:**

12. To receive and consider the Treasurer's Report for the year ended 31 December 2024

    Motion:
    "That the meeting resolves to accept and adopt the Treasurers report as tabled".
    Moved: **Seconded:**

13. To receive and consider the Auditor's Report for the year ended 31 December 2024

    Motion:
    "That the audit report for the period 2024 as prepared by Grubers- Beckett presented by the Treasurer, be received and adopted"
    Moved: **Seconded:**

Cairns RSL Sub-Branch, PO Box 94 Cairns North QLD 4870
Phone: 07 4249 3030 **Email:** admin@crslsb.org.au www.crslsb.org.au

14. Appointment of Auditor for the 2025 Financial Year

Motion:
"That the AGM appoints Grubers Beckett as the Auditor for the financial year 2025."
Moved: **Seconded:**

15. To receive and consider the following reports:

Office Manager Report

Motion:
"That the meeting resolves to accept and adopt the Office Manager report as tabled".
Moved: **Seconded:**

Marketing Report

Motion:
"That the meeting resolves to accept and adopt the Marketing report as tabled".
Moved: **Seconded:**

Volunteer Coordinator Report

Motion:
"That the meeting resolves to accept and adopt the Volunteer Co-Ordinator report as tabled".
Moved: **Seconded:**

Museum Report

Motion:
"That the meeting resolves to accept and adopt the Museum report as tabled".
Moved: **Seconded:**

Building Report

Motion:
"That the meeting resolves to accept and adopt the Building Report as tabled".
Moved: **Seconded:**

16. Appointment of a Returning Officer for the Annual General Meeting

17. Election of **one (1) President** for a three-year term.

a. **Two nominations** were received duly signed by the nominee and witnessed by two current members were received at the closing date and time of 1600hrs on 2 May 2025.

i. Raymond Kenneth Rosendale
ii. Nathan James Shingles

18. Election of **two (2) Board members** each for a three-year term and **one (1) Casual Board member** for a Two-year Term.

a. **Four nominations** were received duly signed by the nominee and witnessed by two current members were received at the closing date and time of 1600hrs on 2 May 2025.

i. Lancelot Douglas Armstrong-Waters
ii. Gillian Louise Bryant
iii. Rob Lee
iv. John William McDonough

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19. Notice of Motion

a. Nil

20. *DUE DILIGENCE STATEMENT*

The Cairns RSL Sub-Branch Inc is satisfied that this meeting was conducted in accordance with the Constitution of the Sub Branch and that the positions formulated and resolutions passed are consistent with the furtherance of the Objects of the Qld RSL and otherwise satisfy the Sub Branch's obligations to superintend and conduct the business of the Sub Branch pursuant to its constitution.

Moved: ***Seconded:***

21. The date of the next AGM

22. Meeting Completed: