



# 2012 ELECTION PROCESS AND TIMETABLE



## VOTING MEMBERS

Under the Constitution of Golf NSW which came into effect on 1st July, 2010, “Affiliated Clubs and Country Affiliated District Golf Associations” as Members of Golf NSW, shall have the right to:

- attend General Meetings;
- vote at General Meetings except in relation to the appointment of Directors; and
- elect Council Members in accordance with this Constitution.”



# GOLF NSW MEMBER DELEGATE APPOINTMENTS BY CLUBS AND COUNTRY DGAs

- In order to exercise its rights under the Constitution, each Member Club and Country District Association will be entitled to appoint one or more Golf NSW Member Delegates, who may be male or female.
- Although more than one Member Delegate may be appointed (and this is recommended), only one Member Delegate may exercise the Member's rights at any one time.
- The Member Delegate votes for both male and female Councillors representing the District or Zone where the Club or DGA is located.



# GOLF NSW MEMBER DELEGATE APPOINTMENTS BY CLUBS AND COUNTRY DGAs

- Appointment of one or more Member Delegates must be in writing, signed by a duly authorized representative of the Member, and delivered to the Secretary, Golf NSW.
- The appointment of a Member Delegate will continue until the Member gives written notice to the Secretary, Golf NSW, that the appointment is revoked.
- Note that the Golf NSW Member Delegate is not necessarily either the Council Member representing a Country District, or a representative of a Club to DGA meetings.



# GOLF NSW MEMBER DELEGATE APPOINTMENTS BY CLUBS AND COUNTRY DGAs

- The appointment of a Golf NSW Member Delegate or Delegates does not limit the Member's right to appoint a person to act as the Member's proxy at any meeting at which the Member is entitled to vote.
- Golf NSW asked all Member Clubs and DGAs to confirm, or notify changes to, their Golf NSW Member Delegates by 15<sup>th</sup> June, 2012.



# ELECTION OF GOLF NSW COUNCIL MEMBERS

- On 19<sup>th</sup> July, 2012, Golf NSW will advise all Council Members, Clubs and Country DGAs, in writing and on the Golf NSW Website, that nominations are open for the election of Council Members of Golf NSW.
  
- The advice in the letter and on the website will include:
  - \* eligibility criteria and information about the nomination process;
  - \* a Nomination Form, which also includes confirmation by the Proposer that the nominee is a registered player of an Affiliated Club in the Metropolitan Zone or Country District in which he or she is seeking election.



## EXISTING GOLF NSW COUNCIL MEMBERS

- Since the Constitution requires annual elections, existing Council Members must nominate for election each year if they are eligible, and wish, to serve each further term.
- The Constitution limits Council Members to a limit of 6 consecutive terms, unless this is varied by the Board under Clause 39.
- Persons who were Council Members at the time of the adoption of the Constitution of Golf NSW in 2010 will have completed their first term at the conclusion of the Council Elections in 2011, and will complete their second term when the results of the 2012 Elections are notified by the Secretary to the Board of Golf NSW.



# METROPOLITAN COUNCIL MEMBER NOMINATION

- Note that, under the Constitution, Nomination requirements are slightly different for Country and Metropolitan Council Members:
- **Metropolitan Candidates** must be proposed by an office holder of an Affiliated Club of which they are a member, in the Zone for which they are nominating, and seconded by an office holder of **another** Affiliated Club (ie a different Club) in the same Zone.



# COUNTRY COUNCIL MEMBER NOMINATION

- **Country Candidates** must be proposed by an office holder of an Affiliated Club of which they are a member, in the District for which they are nominating, or by an office holder of the DGA in that District.
- They must be seconded by a person who is **also** an office holder of an Affiliated Club of which they are a member, in the District for which they are nominating, or by an office holder of the DGA in that District; (ie unless the Candidate belongs to more than one club in the District, this would be the same Club as that of the Candidate and the Proposer).

# NOMINATION OF GOLF NSW COUNCIL MEMBERS

- Nominations should be proposed and seconded by an "Office Holder", ie a member of the Board of a Club or a Committee Member of a Country District Golf Association. Candidates must not propose or second their own nominations.
- The Candidate's nomination must be made in writing, on the Nomination Form supplied, which includes confirmation of the Candidate's eligibility, and be signed by the Proposer, Secunder and Candidate.
- A short CV (maximum 200 words) and photo may accompany each nomination.



## ELECTION OF COUNCIL MEMBERS

- All Metropolitan and Country Nominations must be sent to The Secretary, Golf NSW, by the closing date, 22 August, 2012.
- Receipt of Council Member Nominations will be acknowledged by the Secretary, by email.
- **Nominations will close at 4.00pm on Wednesday, 22<sup>nd</sup> August, 2012** (the 70th day prior to the AGM).



# PROCESS FOR ELECTION OF COUNCIL MEMBERS

- After the close of nominations, the Secretary will notify the names of all candidates, whether opposed or unopposed, to members of the Golf NSW Board and Council.
- Golf NSW will send, to each Affiliated Club and DGA in any Metropolitan Zone or Country District where a ballot is required, the list of nominees who are standing for election, together with ballot papers and advice about the election process and the return of ballot papers.
- All appointed Golf NSW Member Delegates will be advised that the papers have been sent to the Clubs and DGAs.

# PROCESS FOR ELECTION OF COUNCIL MEMBERS

- Voting will be by postal ballot. All ballot papers, Metropolitan and Country, must be returned to The Secretary, Golf NSW, by the closing date:
- **Voting in the election of Councillors will close at 4.00 pm on Monday, 17<sup>th</sup> September, 2012** (“at least 40 days prior to the AGM”).

## CONFIRMATION OF ELECTION OF COUNCIL MEMBERS

- According to the Constitution, all Council Members hold office from the date that the result of the election of Council Members is confirmed by the Secretary to the Board of Golf NSW, until the date that the result of the Council election in the following year is confirmed.
- To avoid confusion, the confirmation will occur on the same date for all Council Members, including those who have been elected unopposed.
- Council Members will be informed as soon as possible after the official confirmation has been given to the Board.

# ELECTION of DIRECTORS

- At each Annual General Meeting, an election will be conducted for the Board positions that will be vacated at the conclusion of the Annual General Meeting. (Rule 65).
- Under the Constitution, the 5 (five) Directors who received the highest number of votes in the first election, held in 2010, were elected for a 2 year term. These Directors will hold office until the conclusion of the Annual General Meeting in 2012. Elections must be held in 2012 for these five positions.
- **Nominations for the election of Directors will open on Friday, 24<sup>th</sup> August, 2012.**

# ELECTION of DIRECTORS

- Those Directors whose term of office will end at the conclusion of the 2012 AGM are eligible for re-election for a further term of 2 years.
- To be eligible for election as a Director, a candidate must be a Registered Player of an Affiliated Club.
- The candidate must be proposed by an office holder of an Affiliated Club or Country Affiliated District Golf Association and must be seconded by an office holder of an Affiliated Club or a Country Affiliated District Association.
- Nominations must be made in writing on the Nomination Form supplied, signed by the Candidate, Proposer and the Secunder, and received by the Secretary before the close of nominations.





## ELECTION of DIRECTORS

- All other required documentation must accompany the Nomination.
- A short CV (maximum 200 words) and photo may accompany each nomination.
- A copy of the Golf NSW Code of Conduct for Directors, which all Candidates must read and agree to sign, will be placed on the Golf NSW website.
- **Nominations will close at 4.00pm on Friday 21<sup>st</sup> September, 2012** (40<sup>th</sup> day prior to the AGM).

## ELECTION of DIRECTORS

- After the close of nominations, the Secretary will notify the names of all candidates to Council Members and send out Ballot Papers.
- Only Council Members are entitled to vote in the election of Directors.
- **Postal Ballots must be returned by 4.00pm on Friday, 26th October, 2012.**
- **Receipt of returned Ballot Papers will be acknowledged, by the Secretary, by email.**
- Council Members may choose to exercise their right under the Constitution to vote in person at the AGM.

## ELECTION of DIRECTORS: AGM

- The **Annual General Meeting** will commence at **5.00pm on Wednesday 31<sup>st</sup> October, 2012.**
- Any Council Member choosing to exercise his/her right to vote in person at the AGM must bring his/or her completed Ballot Paper with him/her on the night and lodge it with the Secretary by 5.05pm, when the Ballot will close.
- After the close of the Ballot, all votes will be counted and the result of the election of Directors announced.
- New Directors will take office at the conclusion of the Annual General Meeting.