

CLUB DELEGATES

A responsible person should be nominated by the club to become a Delegate to the VWCA. The position of Delegate is extremely important and critical to the smooth running of the Association. They provide a vital link between the Association and Clubs.

As the VWCA is an incorporated body, all Delegates are, as individuals, members of the Association and have a responsibility to ensure that the affairs of the VWCA are properly managed.

All Delegates should attend meetings as notified by the VWCA, principally the Council and Annual General Meetings. See below for further information on Council Meetings.

Items from the Council Meetings requiring a vote must be discussed with your club, so that consensus of opinion is achieved and the Delegate can be instructed by their club on how to vote. Information given out at meetings should always be passed onto your club's members, as often this is the only way your members will receive such information. Clubs are also encouraged to pass back information, suggestions, and requests etc. to the Association.

Retiring Delegates should ensure incoming Delegates are familiar with VWCA procedures and requirements. Each Delegate (or proxy) should sign in at meetings to record their attendance. If the named Delegate cannot attend a meeting, a proxy may be appointed, who is to hand a completed proxy form to the Club Administrator at the meeting. Proxy forms can be downloaded from the VWCA website.

COUNCIL MEETINGS

There are six Council meetings each season. It is a compulsory requirement for the delegate (or proxy) of all VWCA clubs to attend the Council Meetings. Clubs are fined \$20 for non-attendance at Council Meetings. To avoid a fine, your club must have a proxy in attendance. An apology will not stop a fine being incurred.

All Council Meetings are held at Cricket Victoria, 86 Jolimont Street, Jolimont on Thursday nights, starting at 7:30pm. Entrance to the building is via the front door. Please arrive on time as the building is under strict security measures. **Doors will be open from 7.20pm to 7.40pm only.**

The August Council Meeting is preceded by the VWCA Annual General Meeting (AGM) at 7:00pm. Please refer to "Important Dates to Remember" on page 4 for the 2005/06 Council Meetings & AGM dates.