

Dear Parents

The date for this year's AGM has been set for Saturday 20 June and formal notice will be issued shortly.

At the end of the AGM all current members of the Committee will, as required by the constitution, resign from their posts. All posts are available for nomination save for that of the Chair who will be nominated by the retiring committee. A description of all committee roles is on the Committee page of the CASC website and existing committee members will make themselves available throughout May to give details of the roles they currently hold. All of the retiring Committee members may stand for re-election at the AGM.

The following is a timetable of events leading up to the date of the AGM:

1. Nominations:

On 1 May the Club Secretary will advertise via the CASC website that nominations for Executive Committee can be made. Nominations can be made until 6pm on Friday 29 May. A nomination must be proposed and seconded and made in writing to the Club Secretary on a Nomination Form that will be available from Squad Reps or downloadable from the CASC website.

Completed forms must be handed to the Club Secretary in person and not sent by e mail. Nominees, Proposers and Seconders must all, be Members of the Club (see below). Nominees will be asked on the nomination form to confirm their acceptance of the nomination and be asked to provide a short resume of their skills and suitability for the post.

It is also our intention to seek nominations for a number of other posts which, while not committee posts, are very important to the smooth running of the Club. These include the posts of: Social Secretary, Sponsorship/Fund Raising Secretary.

Parents are invited to shadow an existing committee member during the next twelve months to see what the job entails as a way to encourage involvement at a future date.

According to the Rules of the ASA and the CASC Club Constitution, attendance at the AGM and eligibility to vote at the AGM is for members of CASC only. In order to be a member of CASC and eligible to vote an adult must also be registered with the ASA. In addition there is an adult CASC membership fee. The cost of adult membership (of the ASA and CASC) is £10. Applications for adult membership should be made to the Membership Secretary by 14 May. Fully paid up swimmers of CASC who are aged over 16 may attend the AGM and vote. Parents are not entitled to vote on behalf of members under the age of 16 and must become members in their own right.

2. Notice of AGM:

The Club Secretary will circulate to all members and the families of all swimmers in the Club, by e mail, Notice of the AGM, details of nominees for Executive Committee posts

(including their statement of suitability), an agenda for the AGM and a copy of the Annual Accounts by 4 June.

3. AGM:

The AGM will take place on Saturday 20th June 2009. On the day of the AGM, the membership secretary will have a list available to him of all members entitled to attend the AGM. No other person will be permitted access to the meeting.

If anyone has any queries about the Nomination process, please speak to Club Secretary Karen Parker. If anyone has any queries about the Membership process please speak to Daryl Nurthen.

Karen Parker