**NOTICE OF THE 2023 ANNUAL GENERAL MEETING**

**NOTICE IS HEREBY GIVEN** that the 2023 Annual General Meeting of Triathlon Victoria will be conducted at the following time and location:

**Date: Monday 23 October 2023**

Venue: Boardroom, Melbourne Sports and Aquatics Centre (MSAC
and by conferencing facilities provided upon registration)

 30 Aughtie Drive, Albert Park, VIC 3206 ([click here](https://www.google.com/maps/place/Melbourne%2BSports%2BCentres%2B-%2BMSAC/%40-37.8430711%2C144.9589619%2C17z/data%3D%213m1%214b1%214m5%213m4%211s0x6ad667e27fe5b65b%3A0x7da260ae352a6392%218m2%213d-37.8430711%214d144.9611506) for location map)

6:45pm*Arrival and sign-in*

**7:00pm Annual General Meeting**

**Board Elections -** At the 2023 Annual General Meeting, in accordance with the Constitution, the Board declares **four (4) general board positions vacant and open for nomination** (2-year term).

The Skills matrix below provides the current board make-up with board members term expiry noted.

The board members that have expiring terms in 2023 are eligible for a further term, and have the option to re-nominate for a vacant position.

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| **Name** | **Term Expiry** | **Legal** | **HR** | **IT / Data** | **Finance** | **Marketing / S'ship** | **Leadership** | **Governance** |
| **Deborah Friedlander** | **2024** | X | X |   | X | X | X | AICD |
| **Mark Warburton** | **2024** |   | X |   | X | X | X | AICD |
| **Nick Kennedy** | **2024** |  | X | X |  |  | X | X |
| Nigel Fanning | 2023 |   |   | X | X | X | X | AICD |
| Mardi Cuthbert | 2023 |  |  X |   |  |  | X | AICD |
| Melanie Armsby | 2023 | X |   |   |   | X | X | AICD |
| Damian Walsh | 2023 |  |  | X | X |  | X | AICD |
|  |  |  |  |  |  |  |  |  |
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*(Note: In addition to the elected board positions, the board may appoint up to two further directors, with consideration to the skills required to complement the elected board. Following the commencement of the Future Operating Model on 1 July 2022, and the consequent reduction in scope of the board’s role, the board considered it not necessary to appoint additional directors.)*

Following the **close of nominations on 8 October** clubs will be circulated candidate information and a skills matrix across members of the board and the nominees.

 **Attendance, Delegates and Voting -** Pursuant to Rule 13, each ‘member club’ (member that is a club) represented at the Annual General Meeting is entitled to one (1) vote. Each ‘member club’ must inform TV of the delegate (individual) attending the AGM with the voting rights for their club. This may be done by email, or using the appropriate form (as attached).

**Voting by Proxy -** Pursuant to Rule 34.2, proxy voting is permitted at the Annual General Meeting. The appointment of a proxy must be in writing and signed by the ‘member club’ making the appointment on ‘club’ letterhead or by the form provided (as attached). A notice appointing a proxy must be provided to the Chairperson, prior to, or at the commencement of the meeting.

**Timeline**

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| **Date**  | **Activity**  |
| 15 September | Notice of AGM provided to members (affiliated clubs) including nomination, club delegate and club proxy forms |
| 8 October | Nominations close for general board positions (midnight) |
| 16 October  | Circulation of nominations, 2022 AGM minutes, 2023 Annual report, incl. financials. |
| 23 October  | Annual General Meeting  |

Please contact me at murray.newham@triathlon.org.au or 03 9598 8686 for any further information.

Yours sincerely,



Murray Newham

Head of VIC State Services