



7 July 2008

Australian Industrial Registry
Level 5, 11 Exhibition Street
MELBOURNE Vic 3000

Attn : Ms Margaret Williams
Statutory Services Branch

Dear Ms Williams

RE: CLUBS VICTORIA INC
Updated List - Offices and Office-holders
Ref: AR2008 - [253V]

I, Ian Carlile, Acting President of Clubs Victoria Inc., certify that an updated list of the Offices and Office-holders in the organisation is attached.

If there are any questions regarding the above, please do not hesitate to contact the undersigned or Annie Cummings by telephone on 9349 2909 or email 'acummings@clubsvic.org'

Yours faithfully,

IAN CARLILE
Acting President



List of Council Members - Effective 7 July 2008

Acting President

Ian Carlile
Retired
Royal Victorian Motor Yacht Club
PO Box 25
WILLIAMSTOWN Vic 3016

Metropolitan Vice President

Peter Craig
Manager
Amstel Golf Club
PO Box 5428
CRANBOURNE Vic 3977

Country Vice President

Neville Whitley
Company Director
Plant Image
15-17 Racecourse Road
NORTH MELBOURNE Vic 3051

Treasurer

Barbara Kelly
Manager
Chirnside Park Country Club
68 Kingswood Drive
CHIRNSIDE PARK Vic 3116

Executive Director

Margaret Kearney
Executive Director
Clubs Victoria Inc.
PO Box 363
CARLTON SOUTH Vic 3053

Council Member

Rod Beckwith
Manager
Sebastopol Bowling Club
213-219 Albertt Street
SEBASTOPOL Vic 3356

Council Member

Brendan Bell
Retired
Red Cliffs Club
11 Heytesbury Avenue
RED CLIFFS Vic 3496

Council Member

Ron Eggleton
Board Member
Hoppers Crossing Club
180-200 Pannam Drive
HOPPERS CROSSING Vic 3029



List of Council Members - Effective 7 July 2008

Council Member

Jess Feather

Manager
Morwell Bowling Club Receration Centre
52 Hazelwood Road
MORWELL Vic 3840

Council Member

David Haggett

General Manager
Southern Golf Club
Lower Dandenong Road
KEYSBOROUGH Vic 3173

Council Member

Vince Juliano

Solicitor
C/- Juliano, Furletti & Scott
PO Box 585
CARLTON SOUTH Vic 3053

Council Member

Johan Reeder

CEO
Doxa Social Club
PO Box 14549
MELBOURNE Vic 8001

Council Member

Rick Scott

Manager
Maryborough Golf Club Inc.
PO Box 215
MARYBOROUGH Vic 3465

Council Member

Michael Sweeney

Manager
Kyabram Club Inc.
PO Box 15
KYABRAM Vic 3620

Council Member

Johnnie Walker

Chairman
Elsternwick Club
19 Sandham Street
ELSTERNWICK Vic 3185

WILLIAMS, Margaret

From: WILLIAMS, Margaret
Sent: Wednesday, 23 April 2008 4:35 PM
To: 'Annie Cummings'
Subject: RE: Annual Return of Information 2008 - Ref AR2008/407-[253V]

Hi Annie

I have received your email which includes the annual return for Clubs Victoria Inc.

The information supplied is a "List of Council Members - Effective 26 June 2007". The list should be as at 1 January 2008 with any subsequent changes to that list made within 35 days of the change.

The "Time Frame for Conduct of Elections" is not required to be lodged with the annual return but should form part of the prescribed information lodged with the request for an election. The election information required is actual positions/offices which come up for election/re-election during the calendar year commencing 1 January (2008 in this instance).

I trust this is of some assistance to you. Should you have any queries please do not hesitate to contact me.

Margaret.

Margaret Williams
Statutory Services Officer, Team 2
Statutory Services Branch
Australian Industrial Registry

Ph: 03 8661 7822
email: margaret.williams@air.gov.au

-----Original Message-----

From: Annie Cummings [mailto:acummings@clubsvic.org]
Sent: Wednesday, 23 April 2008 3:21 PM
To: WILLIAMS, Margaret
Subject: FW: Annual Return of Information 2008 - Ref AR2008/407-[253V]

Good afternoon Margaret

As per our phone conversation, I am re-sending this email to you as I have not been advised that it was received.

Regards
Annie
ClubsVIC

Ph : 9349 2909
Fax: 9349 4915

-----Original Message-----

From: Annie Cummings [mailto:acummings@clubsvic.org]
Sent: Monday, 31 March 2008 9:46 AM
To: AIR-Aust Industrial Registry
Subject: Annual Return of Information 2008 - Ref AR2008/407-[253V]

Good morning

Please find attached Annual Return of Information for the Year 2008 as requested in your letter dated 18 January 2008, from Margaret Williams.

Regards
Annie
ClubsVIC

28 March 2008

Australian Industrial Registry
Level 5, 11 Exhibition Street
MELBOURNE Vic 3000

Attn : Ms Margaret Williams
Statutory Services Branch

Dear Margaret

RE: CLUBS VICTORIA INC
Annual Return of Information for the Year 2008
Your Ref: AR2008/407-[253V]

I, Leon Wiegard, President of Clubs Victoria Inc. certify:

that the register of members of Clubs Victoria Incorporated has, during the immediately preceding calendar year, been kept and maintained as required by ss230(1)(a) and (2) [s233(1)(a)] under the RAO Schedule of the Workplace Relations Act 1996.

A list of the Offices and Office-holders in the organisation is attached.

The address of the office of the organisation is:
Level 2, 19 Argyle Place South, Carlton South Victoria 3053.

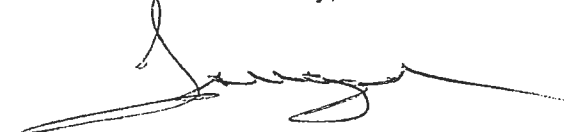
A record of the election to be held during the year commencing 1 January 2008 for an office in the organisation is attached.

The number of members on 31 December 2007 was 325.

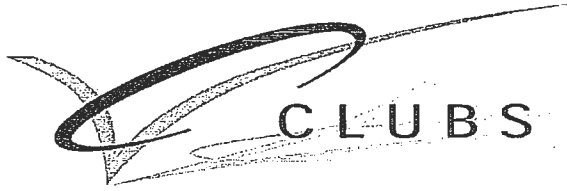
The information is true and correct to the best of the knowledge and belief of the undersigned.

If there are any questions regarding the above, please do not hesitate to contact the undersigned or Annie Cummings by telephone on 9349 2909 or email 'acummings@clubsvic.org'

Yours faithfully,



LEON WIEGARD
President



CLUBS VICTORIA INC.

List of Council Members - Effective 26 June 2007

President	Leon Wiegard Company Director C/- Sportgard Pty Ltd PO Box 363 CARLTON Vic 3053
Metropolitan Vice President	Ian Carlile Retired Royal Victorian Motor Yacht Club PO Box 25 WILLIAMSTOWN Vic 3016
Country Vice President	Neville Whitley Company Director Plant Image 15-17 Racecourse Road NORTH MELBOURNE Vic 3051
Treasurer	David Hassett Manager Yarra Valley Country Club 9-15 Templestowe Road BULLEEN Vic 3105
Executive Director	Margaret Kearney Executive Director Clubs Victoria Inc. PO Box 363 CARLTON SOUTH Vic 3053
Council Member	Brendan Bell Retired Red Cliffs Club 11 Heytesbury Avenue RED CLIFFS Vic 3496
Council Member	Stan Bracchi Manager Melbourne Club 36 Collins Street MELBOURNE Vic 3000
Council Member	Jess Feather Manager Morwell Bowling Club Receration Centre 52 Hazelwood Road MORWELL Vic 3840



List of Council Members - Effective 26 June 2007

Council Member	Bryan Hiscock Executive General Manager RACV Club 501 Bourke Street MELBOURNE Vic 3000
Council Member	Vince Juliano Solicitor C/- Juliano, Furletti & Scott PO Box 585 CARLTON SOUTH Vic 3053
Council Member	Barbara Kelly Manager Chirnside Park Country Club 68 Kingswood Drive CHIRNSIDE PARK Vic 3116
Council Member	Jim McGrath Manager Hastings Cricket & Football S.C. PO Box 33 HASTINGS Vic 3915
Council Member	Johan Reeder CEO Doxa Social Club PO Box 14549 MELBOURNE Vic 8001
Council Member	Rick Scott Manager Maryborough Golf Club Inc. PO Box 215 MARYBOROUGH Vic 3465
Council Member	Michael Sweeney Manager Kyabram Club Inc. PO Box 15 KYABRAM Vic 3620
Council Member	Johnnie Walker Chairman Elsternwick Club 19 Sandham Street ELSTERNWICK Vic 3185

EXECUTIVE OFFICE HOLDERS

<u>Position</u>	<u>Position Holder</u>	<u>Elected to Position</u>
President	Leon Wiegard	12 September 2007
Vice President Metropolitan	Ian Carlile	12 September 2007
Vice President Country	Neville Whitley	12 September 2007
Treasurer	David Hassett	12 September 2007

PUBLIC OFFICER

Executive Director	Margaret Kearney
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CLUBS VICTORIA INC.

Time Frame for Conduct of Elections

Constitution

- 17.1 The election date shall be nominated by the Council and shall be not more than 3 months nor less than one month prior to the AGM.
- 17.3 The Returning Officer shall give notice of a forthcoming election and call for nominations for candidates at least 28 days before the date fixed by him for the closing of nominations. Such closing date shall be not less than one month prior to the Election date.
- 17.4 The Returning Officer shall call for nominations for the balance of positions available, the closing date for nominations shall be not less than 21 days prior to the Election date.
- 17.8 If the Returning Officer finds any nomination to be defective, he shall give the person concerned the opportunity of remedying the defect within a period of not less than 7 days of receipt of his notice.
- 17.9 Notice that an Election will be held shall be given at least 14 days before the closing date for voting. The closing time and date for voting shall be not later than 24 hours before the Election date.
- 17.10 The Returning Officer shall issue the necessary ballot papers to each member eligible to vote not less than 7 days before the closing date of voting.
- 17.15 The Returning Officer will declare the result of the Election on the Election date. Candidates elected shall assume office 3 days following the Election date.
- 17.20 Within 14 days of declaration of the ballot, the Returning Officer shall submit to the Council a written report on such elections.
- 21.1 The AGM shall be held within 15 months of the last AGM (12 September 2007) on a date to be fixed annually by the Council.
- 21.2 Notice of the AGM shall be given at least 14 days previously to all members.
- 22.2 Members shall give the Executive Director notice of the names of representatives and delegates, not less than 48 hours before the AGM.
Quorum = 25 voting members

Action	Time Frame
Call for nomination of candidates for Council positions	At least 28 days before close of nominations
Closing date of nominations	Not less than 1 month prior to Election date
Call for nominations for balance of positions	
Closing date for balance of positions	Not less than 21 days prior to Election Date
Defective nominations returned for remedy	Within 7 days of receipt by Returning Officer
Notice that Election will be held	At least 14 days before closing date for voting
Issue ballot papers	Not less than 7 days before closing date for voting
Closing date for voting	No later than 24 hours before the Election date

Election date	Not more than 3 months and not less than 1 month prior to AGM
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Returning Officer submits written report to Council	Within 14 days of declaration of Election result
Assumption of new Councillors and call for Executive Nominations	3 days after election date
Closing of Executive Nominations	10 days after issue and not less than 14 days prior to AGM
Notice of AGM to members	At least 14 days before the AGM
Call for nominations for balance of positions	
Closing date for balance of positions	Not less than 7 days prior to AGM
Defective nominations returned for remedy	Within 7 days of receipt by Returning Officer
Issue ballot papers	Not less than 7 days before closing date for voting
Closing date for voting	No later than 24 hours before the AGM
Members notify Executive Director of representatives and delegates for AGM	Not less than 48 hours before the AGM

AGM	Within 15 months of the last AGM Returning Officer will declare election results.
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DATES FOR CLUBS VICTORIA ELECTION 2008

KEY DATES (Each date relates to 10.00am on that day)

Appoint Returning Officer	12 Sept 2007
Mail Nomination Letter to Members	2 Apr 2008

Opening Date - Council Nominations	2 Apr 2008
Closing Date - Council Nominations	2 May 2008
If further Nominations called, then close on	15 May 2008

Notice of Election to be held	22 May 2008
Ballot Papers Mailed out	23 May 2008
Closing Date - Secret Ballot	17 June 2008
Election Date	18 June 2008
Election Results declared	18 June 2008
Notice to elected candidates (and non-elected)	18 June 2008

Advice to all members of Election Results	23 June 2008
Assumption of Office of new Councillors	23 June 2008
Written Report to Council from Returning Officer	25 June 2008 (Council Meeting)

Call for Executive Nominations	25 June 2008
Nominations for Executive close	9 July 2008
If further Nominations called, then close on:	23 July 2008
Advice of Election (if necessary)	24 July 2008
Send Election Papers	24 July 2008
Closing Date - Secret Ballot	7 Aug 2008
Ballot Results announced at AGM	17 Sep 2008

CLUBS VICTORIA ELECTION 2008

KEY DATES (Each date relates to 10.00am on that day)

1. Annual General Meeting 12 Sep 2007
2. Council Election Date 18 Jun 2008
3. Closing Date - Council nominations 2 May 2008
4. Opening Date - Council nominations 2 Apr 2008

STEPS FOR COUNCIL NOMINATIONS:

1. Appoint returning Officer 12 Sep 2007
2. Prepare "Request for Nominations" 2 Apr 2008
3. Mail Nomination Letter to members 2 Apr 2008
4. Receive Nominations until closing date of: 2 May 2008
5. If further Nominations called, then close on: 15 May 2008

STEPS FOR NOTICE IF COUNCIL ELECTIONS NECESSARY

1. Notice of Election to be held 22 May 2008
2. Ballot Papers mailed out 23 May 2008
3. Closing Date - Secret Ballot 17 Jun 2008
4. Election Results declared 18 Jun 2008

STEPS FOR NOTIFICATION OF COUNCIL ELECTION RESULTS

1. Notice to elected candidates (and non-elected) 18 June 2008
2. Advice to all Members of Election Results 23 June 2008
3. Assumption of Office of New Councillors 23 June 2008
4. Written Report to Council 25 June 2008

STEPS FOR ELECTION OF EXECUTIVE

1. Call for Executive Nominations 25 June 2008
2. Nominations for Executive close 9 July 2008
3. If further Nominations called, then close on: 23 July 2008
4. Advice of Election (if necessary) 24 July 2008
5. Send Election Papers 24 July 2008
6. Closing date - Secret Ballot 7 Aug 2008
7. Ballot Results announced at AGM 17 Sept 2008