



Date: 24th November 2015

Re: Portlaoise A.F.C.
Annual General Meeting (AGM) Notice & Call for Nominations

Dear Member

The AGM of Portlaoise A.F.C. will be held on **Saturday 12th December 2015 at 5.00pm** in the Clubhouse at Rossleigh Park, Portlaoise.

The draft Agenda for the AGM is as follows:

1. Chairperson's Address
2. Secretary's Report
3. Treasurer's Report
4. Election of Executive Committee members for 2015/16
5. Proposals for Amendments to the Club Constitution
6. Any Other Business

The AGM will elect the new committee for 2015/16 and we strongly encourage every member to attend on the day, as this is your opportunity to bring your ideas and your suggestions to the attention of the membership as a whole.

All nine Executive Committee positions are available for election and they are as follows:

Chairperson	Vice-Chairperson
Secretary	Treasurer
Up to 5 x non-Officer positions	

We now formally call for nominations for the above positions. The election of these positions will be carried out in accordance with the Club Constitution. (Section 15 Election of the Executive Committee)

How to nominate a member for a position on the Executive Committee

1. Firstly, you must receive the consent of the member you are putting forward for nomination.
2. Next, simply fill in the Nomination Form attached and return it to the Club Secretary either by hand (please contact Paul Culleton on 086/7813371 to arrange) or via email to paul.culleton@roche.com on or before 5.00pm on Saturday 6th December 2015.
3. Remember – the Nomination Form must be signed by three people – the Proposer, the Secunder and the Nominee, otherwise the Nomination will be deemed invalid.
4. Important: Only fully paid-up members¹ can be proposed for a position on the Executive Committee and Proposers and Seconders must also be fully paid-up members, playable before 5.00 pm on Saturday 5th December 2015.
5. The non-playing membership fee is €20.00 per membership year.

¹ The membership year for 2015/16 runs from 1st June 2015 to 31st May 2016. All queries in relation to membership to be made by contacting the club treasurer, Richard McSweeney on 085/1743836



Also attached is a form to propose amendments to the Club Constitution.

Copies of the Constitution are available on request from the Club Secretary. Please email your request for a copy to paul.culleton@roche.com

How to propose an amendment to the Constitution

Fill out the Form below, remembering to give a concise reason for the proposed amendment.

The Form must be signed by at least two Club members, otherwise it will be deemed invalid.

A consolidated list of valid nominations and proposed amendments to the Club Constitution will be distributed by Sunday 6th December 2015 at the latest.

We look forward to seeing you on 12th December.

Yours in sport.

Paul Culleton
Secretary
Portlaoise A.F.C.
Email: paul.culleton@roche.com
Tel: 086/7813371

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PAFC Executive Committee Nomination Form 2015/16

To be returned to the Club Secretary no later than 5.00pm on Saturday 6th December 2015.

This Form may be used to nominate a member to more than one position. However, no member can be elected to more than one Executive Committee position.

Tick in the box below, the position(s) on the Executive Committee this member is being nominated for.

Chairperson	
Vice-Chairperson	
Secretary	
Treasurer	
Non-Officer position	

Nominee Name (in CAPITAL letters)	Nominee signature	Tel/Mob No.	Date

Proposer Name (in CAPITAL letters)	Proposer signature	Tel/Mob No.	Date

Seconder Name (in CAPITAL letters)	Seconder signature	Tel/Mob No.	Date



PROPOSAL TO AMEND PAFC CLUB CONSTITUTION

(For consideration by the Club Membership at the December 2015 AGM)

To be returned to the Club Secretary no later than 5.00pm on Saturday 6th December 2015.

This Proposal Form must be used if any member wishes to propose a change to any part of the Club Constitution.

It must be completed in its entirety, otherwise the proposal cannot be considered at the AGM. Please be careful to quote the exact extracts in the Constitution you wish to propose for amendment. You must also provide the amendment text which you wish to propose. And finally, you must provide a concise reasoning for your proposal.

Important: You must use a separate Proposal Form for each proposed change

Quote the exact section of the Constitution you are referring to and wish to propose for amendment

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State your proposed change/rewording to the section you have quoted above
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Reason for the proposed change to this section of the Constitution

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