



ABN 20 024 229 293  
PO Box 14, Cardwell QLD 4849  
Phone: 0408 697 515

**AGENDA for MANAGEMENT COMMITTEE MEETING**  
**to be held on 14 July 2017**

- Meeting time:** 5.10pm
- Meeting venue:** The "Boardroom", Cardwell Beachfront Motel, 1 Scott Street, Cardwell.
- Invitees:** AirConKleen Cassowary Coast – Ken Miller  
Cardwell & District Real Estate – Kevin Lockhart  
Cardwell & Hinchinbrook Tours & Information – Amanda Payne\*  
Cardwell Beachfront Motel – Janet & Steve Arnold\*  
Cardwell By The Sea Diner – Kaylea Chard-Tilles\*\*  
Cardwell Traders & True Value Hardware – Mandy Jensen\*  
Cardwell UFO Festival/Dragonfly Cottage – Thea Ormonde  
Hinchinbrook Hiking – Andrew Payne  
Hinchinbrook Island Cruises – Dean Beech\*  
North Queensland Newspaper Company – Stephen Darwen  
Ob La Di – Robyn Smith\*  
Seaview Deli Café – Rachael King/Brandon Sims  
Vivia Café & Bar – Sharryn & Terry Duncan\*\*

\* RSVP received

\*\* Letter of support and availability

**SOLE PURPOSE OF MEETING**

To fill six casual vacancies on the Management Committee following four resignations on 10 July 2017 and two resignations on 11 July 2017. This will include filling the officeholder roles of President, Secretary, and Treasurer that are also currently vacant.

**ORDER OF BUSINESS**

1. Meeting open and welcome.
2. Acknowledge members who are attending in person and by letters of support.
3. Explanation of problem to be solved.
4. Request nominations for six casual vacancies on the Management Committee, noting that two or three of the seven committee positions will become officeholders.
5. Declare committee positions filled.
6. Request nominations for the officeholder roles of President, Secretary, and Treasurer. Note that the roles of Secretary and Treasurer can be assigned to the same person if there are no committee positions vacant.
7. Declare the officeholder roles allocated.
8. Date and time of next Management Committee meeting.
9. Close meeting.

**NOTES TO THE MEETING**

Prior expressions of interest in the officeholder roles have been submitted by:

- Amanda Payne who has already lodged a nomination form to be President of the association in the 2017-18 financial year; and
- Gareth Davey who has already lodged a nomination form to be Secretary and/or Treasurer of the association in the 2017-18 financial year;

in accordance with the Rules of the association prior to an Annual General Meeting.