To: Youth and Leadership Development Council Delegates  
Youth and Leadership Development Council Executive Members  
Youth and Leadership Development Council Officers  
Club Presidents  
Club Secretaries  
District & Regional Officers  
Community Organisations

From: Nigel Taylor ESM, Chief Executive Officer

Date: Thursday 20 May 2010

Subject: Notification of Youth and Leadership Development Annual General Council Meeting  
Nominations and Elections for Youth and Leadership Development Council Executive

Action: Nominations to be received by 4.00pm – Wednesday 30 June 2010  
Delegates + Alternative Delegates to be notified  
Proxies to be appointed

For additional details on this Circular please contact:  
Frances Evans on 03 9676 6947 or email frances.evans@lifesavingvictoria.com.au  
Circulars are available at www.lifesavingvictoria.com.au/circulars

1 Notice is given of the Annual General Council Meeting of Youth and Leadership Development Council to be held on:

SATURDAY 7 AUGUST 2010  
LIFE SAVING VICTORIA HEADQUARTERS  
200 THE BOULEVARD, PORT MELBOURNE  
MELWAY REF: 56:G3  
COMMENCING AT 12.00noon

2. The following documents are enclosed:
   - Nomination Form;
   - Y&LDC By-Laws;
   - Delegate Registration Form
   - Proxy Appointment Form;
   - Current Y&LDC Delegates Listing;

3. Nominations are called for the following positions on the Youth and Leadership Development Council Executive (By-Law 10.1.2(a)(ii)) elected in years of even number:
   (A) Deputy Chair and Director (two year term)  
   (B) Member Protection Coordinator (two year term)  
   (C) Lifesaving Development Coordinator (two year term)  
   (D) Membership Development Coordinator (two year term)  
(By-Law 10.1.2(a)(iii)) elected each year  
   (A) Council Representative
4 Delegates to Y&LDC
Clubs are required to provide details of Delegates who may vote in Y&LDC elections.
Please complete and return the attached Y&LDC Delegate Registration Form and the Alternate Delegate Nomination Form.

Important Note: It is the responsibility of the nominee, proposer and seconder to ensure that the nomination submitted to LSV is a complete and valid nomination. The LSV Coordinator and other LSV staff are not in a position to obtain signatures of nominees, proposers or seconders.

<table>
<thead>
<tr>
<th>Nominations close at 4.00pm on Wednesday 30 June 2010</th>
</tr>
</thead>
</table>

Please note that all Y&LDC Annual General Council Meeting forms are to be lodged with Frances Evans, Life Saving Victoria Coordinator at:

Mail: Frances Evans  Direct Line: (03) 9676 6947
      Life Saving Victoria  Email: frances.evans@lifesavingvictoria.com.au
      PO Box 353  Fax: (03) 9681 8211
      Port Melbourne DC  3205
YOUTH AND LEADERSHIP DEVELOPMENT COUNCIL EXECUTIVE NOMINATION FORM

THIS NOMINATION FORM MUST BE RECEIVED AT THE REGISTERED OFFICE OF LIFE SAVING VICTORIA BY

4.00PM ON WEDNESDAY 30 JUNE 2010

NOMINATION FOR POSITION OF:__________________________________________________________

NOMINEE’S NAME (in block letters):_____________________________________________________

ADDRESS:__________________________________________________________________________

__________________________________________________________________________________

Postcode __________________________________________

CONTACT: (AH)________________________________________ (BH): _____________________________

MOBILE:________________________________________ (F): _________________________________

EMAIL:

PROPOSER’S NAME (in block letters):____________________________________________________

Must be either: Y&LDC Officer or Delegate, member of the Committee of Management (or equivalent body) of an affiliated Life Saving Club or Community Organisation Member

PROPOSER’S SIGNATURE:_______________________________________________________________

SECONDER’S NAME (in block letters):___________________________________________________

Must be either: Y&LDC Officer or Delegate, member of the Committee of Management (or equivalent body) of an affiliated Life Saving Club or Community Organisation Member

SECONDER’S SIGNATURE:_____________________________________________________________

ACCEPTANCE OF NOMINATION

I accept nomination for the Position specified above and if elected, agree to carry out all duties of the position to the best of my ability and understand that once elected I must produce a copy or receipt of my Working with Children Card check.

NOMINEE’S SIGNATURE:_______________________________________________________________

DATE:_______________________________________________________________

OFFICE USE ONLY

DATE OF RECEIPT IN OFFICE:___________________________________________________________

RECEIVED BY (Print Name):___________________________________________________________
PART 10  YOUTH AND LEADERSHIP DEVELOPMENT COUNCIL

By Law 10.1  Youth and Leadership Development Council

10.1.1 Structure
The structure of the Council of Youth and Leadership Development is depicted in the following chart.
10.1.2 Nominations for the Youth and Leadership Development Council ("YLDC") Executive

(a) Nominations for the YLDC Executive are called for the following Positions:

(i) elected in years of odd number
   (A) Chair and Director
   (B) Competition Coordinator
   (C) Leadership Development Coordinator
   (D) Community Education Coordinator

(ii) elected in years of even number
   (A) Deputy Chair and Director
   (B) Membership Protection Coordinator
   (C) Lifesaving Development Coordinator
   (D) Membership Development Coordinator

(iii) elected each year
   (A) Council Representative

(b) Each Position is for a term of two years, except for the Council Representative position which is for a term of one year. Elections for the Positions in By-Law 10.1.2(a)(i) are held in years of even number and elections for the Positions in By-Law 10.1.2(a)(ii) are held in years of odd number.

(c) Nominations are called for annually in the month of June or earlier as determined by the Board and must be delivered to the registered office of LSV no later than 4.00pm on 30 June each year, or the last working day immediately prior to 30 June on which the office is open.

(d) Nominations for all Positions must be in writing, proposed and seconded and on the prescribed nomination form.

(e) Nominees for the Positions in By-Laws 10.1(a)(i)(A) and 10.1(a)(ii)(A) must have held an elected position on the Executive for at least 12 months to be eligible for election.

(f) Proposers and seconders must be a member of the YLDC.

(g) The nominee must accept the nomination by signing and dating the ‘Acceptance of Nomination’ for the Position.

10.1.3 Delegates to the Youth and Leadership Development Council

(a) Each affiliated Life Saving Club may appoint one Delegate to the YLDC.

(b) An appointment made by an affiliated Life Saving Club in accordance with By-Law 10.1.3(a) remains current until further notice.

(c) A maximum of three representatives of Associate Members may be nominated as Delegates to each of the following Sections:

   (i) Swimming and Lifesaving Clubs;
   (ii) Educational Institutions;
   (iii) Swimming Pool Members; and
   (iv) Community Groups.

(d) Nominations for Section Delegates are called for in accordance with By-Law 10.1.2(c).

(e) If more than three nominations for Delegates are received for a Section, then a postal ballot will be conducted prior to the Annual General Council Meeting. Only representatives of the Section will be eligible to participate in the postal ballot.
10.1.4 Elections for the Youth and Leadership Development Council Executive

(a) Elections for Positions are held at the Annual General Council Meeting, usually in the month of July. A quorum for YLDC meetings is fifteen Delegates, present in person or by their proxy.

(b) In the event of there being more than one nomination for a Position, an election will be held. The election result will be determined as follows:

   (i) where two nominations are received, the nominee with the majority of votes must be declared elected; or

   (ii) where there are more than two nominations, the election will be determined by an elimination ballot.

(c) A person may only be elected to one contested Position. Upon being elected to one contested Position, all nominations for the person for other contested Positions are deemed to be withdrawn.

(d) If no Nominations are received by the closing date in By-Law 10.1.2(c), then the chair shall call for nominations from the floor which comply with By-Law 10.1.2(d) and (e) (other than the requirement for writing). Nominations from the floor will only be accepted where it is known that the nominee is willing and available to fulfil the Position.

(e) If only one nomination is received for a Position then the nominee will be declared elected.

(f) Elections for Positions must be held in the same order as the Positions are listed in By-Law 10.1.2(a).

(g) Only Delegates to the YLDC are eligible to vote in elections for Positions.

10.1.5 Vacant Positions on the Youth and Leadership Development Council

(a) If:

   (i) at the conclusion of the Annual General Council Meeting a Position remains vacant; or

   (ii) a casual vacancy arises in a Position,

then the vacancy may be filled in at the next Executive meeting.

(b) Subject to By-Law 10.1.5(c) the Executive, at its discretion, will:

   (i) call for nominations to be voted on by the Executive for; or

   (ii) make an appointment to,

the vacant Position.

(c) If there is a casual vacancy in a Position in By-Law 10.1.2(a)(i)(A) or 10.1(a)(ii)(A) and no-one that satisfies By-Law 10.1.2(e) is prepared or suitable to fill that casual vacancy then, despite By-Law 10.1.2(e), the Executive at its discretion will appoint someone suitable to fill the vacant position. The election result or appointment will be digested as an agenda item for ratification at the next Council Meeting.

(d) The election result or appointment will be digested as an agenda item for ratification at the next Council Meeting.

(e) A person may only occupy one Position on the YLD Executive.

10.1.6 Proxy Voting

(a) A Delegate who is entitled to attend and cast a vote at a YLDC meeting may appoint a person as the Delegate’s proxy to attend and vote for the Delegate at the meeting.

(b) A proxy appointed to attend and vote for a Delegate has the same rights as the Delegate:

   (i) to speak at the meeting; and

   (ii) to vote; and

   (iii) to join in a demand for a poll.
(c) For an appointment of a proxy to be valid:
   (i) it must be signed by:
      (A) the Delegate; or
      (B) a member of the committee of management (or equivalent body) of the Delegate’s affiliated Life Saving Club as notified to LSV from time to time; and
   (ii) received at the registered office of LSV or by the Chair:
      (A) prior to the notified commencement time of the meeting; or
      (B) if the meeting has been adjourned, prior to the notified commencement time of the resumption of the meeting.

(d) Unless LSV or the Chair has received written notice of the matter before the start or resumption of the meeting at which a proxy votes, a vote cast by the proxy will be valid even if, before the proxy votes:
   (i) the appointing Delegate dies;
   (ii) the Delegate is mentally incapacitated; and
   (iii) the Delegate revokes the proxy’s appointment.

(e) If a Delegate and her/his proxy are at the same meeting, only the Delegate may vote.

(f) A person may not exercise more than one proxy vote at any Council meeting.

10.1.7 Panels
   (a) The YLDC or the Executive may establish or dissolve panels from time to time.
   (b) Panels will be chaired by the elected Executive member for that Panel.
   (c) Subject to calling for expressions of interest, Panel members may be appointed by the YLDC Executive.

10.1.8 Conflict of Interest – Declaration at Time of Nomination
   A person nominating for any Position within the YLDC shall declare any interest in any contract, agreement, activity or other matter in which a conflict of interest arises or may arise as detailed in the Conflict of Interest Policy.

10.1.9 Confidentiality
   A person elected or appointed to a Position must sign the LSV Confidentiality Agreement (in duplicate) within seven days of being elected or appointed.

10.1.10 Working with Children Check
   Within 7 days of being elected, members of the YLDC Executive must submit to LSV:
   (a) a copy of their Working with Children Check card; or
   (b) a copy of their receipt of application for a Working with Children Check
2010 YOUTH & LEADERSHIP DEVELOPMENT COUNCIL
DELEGATE REGISTRATION FORM

The: ____________________________________________ LSV

Name of Affiliated Life Saving Club

duly appoint the following person as Youth & Leadership Development Council Club Delegate

__________________________________________________________________________

Name of Youth & Leadership Development Council Club Delegate

Delegate Contact details:

Address: ____________________________________________

__________________________________________________________________________

AH Phone: __________________________ Mobile: __________________________

Email:

Club Endorsement

Position:

Club President or Secretary or Treasurer

Name

Contact Number

Signature

OFFICE USE ONLY

DATE OF RECEIPT IN OFFICE

__________________________________________________________________________

RECEIVED BY (Print Name)
Proxy Appointment Form

I, ________________________________,

of ________________________________,

(insert name of affiliated Life Saving Club)

being a Delegate or a member of the committee of management (or equivalent body) of the above-named Life Saving Club, hereby appoint:

________________________________________

(insert name of proxy)

of ________________________________,

(insert name of affiliated Life Saving Club)

or, failing that person, ________________________________

(insert name of alternative proxy)

of ________________________________,

(insert name of affiliated Life Saving Club)

as Proxy to vote on behalf of the above named Life Saving Club’s Delegate to:

________________________________________

(insert name of Council or State Committee (as applicable))

at a meeting of the Council, to be held on ________________________________,

(insert date of meeting)

and at any adjournment thereof, or until further notice.

Proxy Endorsement:

________________________________________

(Signature of the Delegate or member of the committee of management (or equivalent body) of the Delegate’s affiliated Life Saving Club).

Date: ________________________________,

(insert date signed)

The above named Proxy is instructed to vote in favour of # / or against # any meeting resolution.

# Strike out whichever is not applicable.

Unless otherwise instructed, the Proxy may vote as the Proxy thinks fit.
<table>
<thead>
<tr>
<th>CLUB</th>
<th>Y&amp;LD Council Delegate</th>
<th>Y&amp;LD Council Proxy Delegate</th>
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<tbody>
<tr>
<td>Altona LSC</td>
<td>Steven Cordina</td>
<td>Roger Lloyd</td>
</tr>
<tr>
<td>Anglesea SLSC</td>
<td>Amanda Cooper</td>
<td>Tim Mason</td>
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<tr>
<td>Apollo Bay SLSC</td>
<td>Pamela Ormrod</td>
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<td>Aspendale LSC</td>
<td>Paul Campbell</td>
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<td>Bancoora SLSC</td>
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<td>Edward Pope</td>
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<td>Barwon Heads/13th Beach SLSC</td>
<td>Paul Jones</td>
<td>Phil Hughes</td>
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<td>Beaumaris LSC</td>
<td>Ken Bateman</td>
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<td>Black Rock LSC</td>
<td>Faye Powderly</td>
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<tr>
<td>Bonbeach LSC</td>
<td>Dawn Walterfang</td>
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<td>Liz Bolton</td>
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<td>Cape Paterson SLSC</td>
<td>David Potter</td>
<td>Chelsea Bowman</td>
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<td>Chelsea Longbeach SLSC</td>
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<td>Half Moon Bay SLSC</td>
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<td>Darren Mcleod</td>
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<td>Inverloch SLSC</td>
<td>Angela Malan</td>
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<td>Jan Juc SLSC</td>
<td>Malcolm Leigh-Smith</td>
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<td>Kennett River SLSC</td>
<td>Geoff Tressider</td>
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<td>Lakes Entrance SLSC</td>
<td>Cameron King</td>
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<td>Mallacoota SLSC</td>
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<td>Mentone LSC</td>
<td>Paul Burmeister</td>
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<td>Mildura LSC</td>
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<td>Jill Marshall</td>
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<td>Mornington LSC</td>
<td>Brenda Tatham</td>
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<td>Stephen Daniel</td>
<td>Gary March</td>
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<td>Point Leo SLSC</td>
<td>Julia O’Shannessy</td>
<td>Stacey Lethlean</td>
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<td>Perri Burns</td>
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<td>Portsea SLSC</td>
<td>Charlie</td>
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<td>Charlesworth</td>
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<td>Sandringham LSC</td>
<td>Andrew</td>
<td>Gluth</td>
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<td>Seaford LSC</td>
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<td>Welsh</td>
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<td>Roberts</td>
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<td>Torquay SLSC</td>
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<td>Meagher</td>
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<td>Murphy</td>
</tr>
<tr>
<td>Wye River SLSC</td>
<td>Neil</td>
<td>Andrewartha</td>
</tr>
</tbody>
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