



KWAZULU-NATAL GYMNASTICS UNION

☎ 031 7021768 & 📠 086 515 3468
✉ : P O Box 10113 ♦ Ashwood ♦ 3605

www.kzngymnastics.org.za

admin@kzngymnastics.org.za

Email to : Clubs and KZNGU Board Members
From: P Chadwick / KZNGU Office
Date: 18th March 2014

CIRCULAR 07 / 2014

KZNGU ANNUAL GENERAL ASSEMBLY 2014 INFORMATION

Dear Club Leaders,

All replies, responses and nomination forms related to the KZNGU AGA should be emailed to admin@kzngymnastics.org.za

As already notified, in KZNGU circular 02/ 2014 the KZNGU AGA will take place as follows:

- Date: Friday 25th April 2014
- Time: 18.00
- Venue: KZN Artistic Academy, Lahee Park, Pinetown

Please consider arranging a proxy if you are unable to attend as it important to achieve the required quorum (50%+1) of the number of registered clubs in the Union, in order for the AGA to go ahead.

Please find included below and / or attached herewith:

- 1) Nomination Forms for Board Positions
- 2) Form for notification of Delegate to attend AGA
- 3) KZNGU Proxy form

Nominations for KZNGU Executive Board & Technical Program Management

General Rules for Nominations as per the constitution of the KZNGU:

1. All Nominees are required to be registered members of the KZNGU and the SAGF.



2. Affiliates (2014) are invited to nominate candidates for the designated positions according to the KZNGU Constitution. An Affiliate is a Club or Community Club / Centre in good standing with the KZNGU (Annual Affiliation fee paid up by due date) which have satisfied Clause 5.2 of the Constitution.

Community Clubs and Clubs with Coaches / officials who receive wages/ salaries from the KZNGU do not have votes in matters pertaining to elections or in matters taken to the vote.

3. Candidates must be nominated for a specific position (see below). The correct name of the position for which he / she is being nominated must be clearly indicated. SAGF registration number must be provided

4. Nominations for Board and Technical committee positions are required to be proposed and seconded by 2 different Affiliates and signed by the nominee. An affiliate for the purposes of nominations is an Affiliated Club (in good standing) represented and signed for by the Club Leader. [Board members may not propose or second nominations.]

5. These nominations must be completed on the official KZNGU nomination form as supplied, signed & dated by the Nominee. (As per Constitution 19.4 a) i) & ii)).

6. All nominations are required to have a CV attached or accompanying the nomination.

7. A ballot shall take place if more than 1 candidate is nominated per position.

8. * **Important:** Board Members may not vote in the capacity of both Board Member and Club Leader. A duly appointed club representative must be appointed for this purpose. Delegates of clubs who are carrying the clubs votes, are required to be registered members of the KZNGU.

9. Nominations for the Technical positions on the PM's :

Those interested in being nominated to be part of the discipline management teams, please complete pages 23 & 24 (Annexure E & F) which can be found in the KZNGU Rules and Regulations (Forms & CV's required)



Please note:

It is not the function of the KZNGU office / KZN Staff to facilitate nominations such as arranging proposer's or seconder's for those nominated, or to contact nominees to have nomination forms signed. The office merely received the nominations and records the information, reporting to the Board.

Closing Date for Nominations:

Friday 11th April A complete list of nominations received will be circulated to all Affiliates within the week prior to the AGA.

Delegates – 1 per Affiliate.

Affiliates are required to complete the necessary documentation notifying the Union of the Clubs Official Delegate who will attend the AGA (1 per Affiliate). A delegate is the officially designated spokesperson for their Club, and must be a registered member of the KZNGU. Members other than Delegates are welcome to attend, but they do so in an observer capacity.

***A delegate shall act as the representative of 1 Affiliate only.**

***A Board Member may not act as a Club Delegate, or vote on behalf of a Club.**

*** Board member representation super-cedes that of Club leader in the case dual roles.**

PROXIES

A proxy may be appointed by means of the Official Proxy form, which as per the Constitution must be deposited with the Union 1 hour before the commencement of the AGA. Please note: Proxies may not be, Executive Board Members or paid Employees. An affiliate may not hold more than 1 proxy vote. No provision is made for postal votes. (A Proxy Form is attached for your convenience).

Please pay attention to the closing dates for Nominations for the Board & Technical position, and the return date for Notification of delegates to attend the AGA.

Paddy Chadwick

KZNGU Administration

Email: admin@kzngymnastics.org.za

Office: 031 7021768 Fax: 086 5153468

Cell: 083 6594299 (only during business)





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Confirmation of Attendance & Naming of Delegates to attend the AGA of the KZNGU on Friday 25th April 2014

Affiliates are required to inform the KZNGU by means of the reply slip whether or not they will be represented at the 2014 AGA of the KZNGU.

Affiliates are required to properly appoint a delegate in writing (1 per Affiliate).

Kindly assist the Office by replying as soon as possible.

Return by email to : KZNGU, Attention: P Chadwick

NO LATER THAN: FRIDAY 11th April 2014

Email: admin@kzngymnastics.org.za

KZNGU AGA RESPONSE FORM & NOTIFICATION OF ATTENDING DELEGATES

Club			
Contact details	Tel		Fax
Email address			

Our Club will will not
be represented at the KZNGU SGA & AGA on **Friday 25th April 2014**

The following person will represent our Club as the Official Delegate

Name	Designation	SAGF Registration No

Signed by the Club Leader.

.....Date.....

PLEASE RETURN THIS FORM NO LATER THAN: **FRIDAY 11th April 2014**





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Note: The proposer and seconder must be 2 different affiliates

KZNGU 2014 AGA NOMINATION FORM

Please return by email or fax to the KZNGU Office latest **FRIDAY 11th April 2014**

Full Name of Nominee

SAGF Registration No

is nominated for election to the KZNGU Board in the position as indicated by :

President

1st Vice - President

2nd Vice – President

Development Officer

Additional Member

Public Relations Officer

Proposer : _____

Name of Club + Stamp

Signature _____

Seconder : _____

Name of Club + Stamp

Signature _____

Nominee: _____

Date _____

Signature of Nominee consenting to nomination for above position.

Please attach CV substantiating nominee's qualification for the position. Please note that the CV is a compulsory requirement for all nominees. The Board will determine the nomination invalid if incomplete and/ or no accompanying CV is received.





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KZNGU ANNUAL GENERAL ASSEMBLY PROXY FORM

This completed and signed Proxy form or similar document must be lodged with the Administrator at least 2 hours prior to the start of the AGA if faxed or emailed. It may also be handed to the Administrator or President at the AGA prior to the start of the Assembly,

CLUB	
CLUB LEADER	

"I _____ of _____
 a member of the KwaZulu-Natal Gymnastics UNION, hereby appoint
 _____ of _____
 to vote for me and on my behalf at the annual (or special or
 reconvened, as the case may be) general assembly of the UNION to
 be held on the _____ day of _____ and at every
 adjournment thereof.

Signed: _____

this _____ day of _____ 20_____

This form is to be * in favour of the resolution.
against

Unless otherwise instructed, the proxy will vote as he thinks fit.

* (Strike out whichever is not desired).



Please return by email or fax to the KZNGU Office latest FRIDAY 11th April 2014

ANNEXURE E

KWAZULU-NATAL GYMNASTIC UNION

The following person is hereby nominated for the position below:

Name	
SAGF Member No.	

(Any nomination for a position will automatically be void if no valid SAGF Member number can be provided)

_____ GYMNASTICS PROGRAM MANAGEMENT

(Please indicate with "X" in the correct box)

Portfolio	Indicate with an X
<i>Program Manager/ Chairperson</i>	
<i>High Performance</i>	
<i>Levels, Schools</i>	
<i>Transformation</i>	
<i>Judging</i>	
<i>Education and Training</i>	

Proposer: _____ **Seconder:** _____

Signature: _____ **Signature:** _____

Date: _____ **Date:** _____

I, _____ *accept the nomination indicated above.*
Name

Signature of Nominee

Date

FORMS MUST BE SUBMITTED BEFORE 12h00 ON _____
Date

