



NOTICE OF ANNUAL GENERAL MEETING

The Board of Directors of British Columbia Table Tennis Association hereby gives notice of the 2018 Annual General Meeting ("AGM"). The AGM will be held as follows:

- Date: Sunday, October 07, 2018, 1:00PM - 3PM. (please arrive early).
- Location: BR Care Foundation #250-11800 Voyageur Way, Richmond, BC
- **(Please note: the venue is not wheelchair accessible).**

By: Kevin Tsang, Vice President, on behalf of the Board.

Dated: August 17, 2018

AGENDA

1. Registration (photo identification may be required.)
2. Call to order.
3. Establish quorum.
4. Introduction of parliamentarian and legal counsel.
5. Adoption of Rules of Order.
6. Adoption of agenda.
7. Approval of 2017 AGM Minutes.
8. Reports of directors.
9. Presentation of 2017 – 2018 financial statements.
10. Appointment of public accountant for 2018 – 2019.
11. Approval of Budget for 2018– 2019
12. Membership fees and dues (discussion)
13. Election of directors.
14. New business.
15. Adjournment.

Notes

- A. The meeting and election will be conducted in accordance with the Societies Act and the BCTTA's Bylaws. The date of the meeting has been set by the Board of Directors in accordance with the requirements of the Societies Act and the bylaws.
- B. Copies of the minutes from the 2017 Annual General Meeting and directors' reports, will be available at the AGM and on request from the office.

- C. Any resolutions from members, whether ordinary or special, must be submitted in writing to BCTTA not later than 3.00pm on Friday, September 07, 2018 in order to be included in the final agenda for the meeting.
- D. Please call the office, or any of the directors, if you have questions.

MEMBERSHIP & RENEWAL

1. Only a Voting Member who is in good standing can vote. A member who is not in good standing cannot vote or stand for election as a director.
2. Proxy voting is not permitted.
3. To be in good standing, a Voting Member must renew her/his membership, including payment of fees for 2018 – 2019, by August 31st, 2018. Membership cannot be renewed at the AGM.
4. Consideration of new applications for membership received after August 31st, 2018 will be postponed until after the AGM, and the applicant cannot attend the AGM or vote.

NOMINATIONS

1. There are five (5) Directorship vacancies for the term 2018-2020. The current nominees for election as directors for 2018 – 2020 are: **Kevin Tsang, David Gatiss, Kam Chuen Tang, John Ross, Eric Chio.**
2. Nominations of those who wish to stand for election as a director must be received in the enclosed approved application form not later than 3.00pm on, Wednesday September 07, 2018.
3. Nominations from the floor will not be accepted on the day of the general meeting

Special Rules of Order

For use at the annual general meeting of the members of British Columbia Table Tennis Association (the "Association") to be held on October 07, 2018.

The following special rules of order will be proposed to be adopted at the above noted general meeting. Once adopted, they will govern the conduct of the meeting and will be enforced by the individual acting as chair of the meeting.

1. The following persons only are entitled to attend the meeting of the Association:
 - (a) members of the Association who have renewed their membership and paid applicable dues as of August 31st, 2018; and
 - (b) those persons expressly invited by the board to serve a particular function may attend the meeting.
2. All persons at the meeting will speak respectfully and with courtesy to one another. Personal attacks, abusive or vulgar language and disrespectful comments will not be tolerated and will be ruled out of order. Any person who, after warning by the Chair, engages in abusive or disrespectful language or conduct will be asked to leave the meeting and may be removed if he or she refuses to remove him or herself.
3. Only one matter may be raised for consideration, debate or a vote at a time. Until the matter at hand is disposed of, no other matter may be introduced.
4. Only members may make, speak to, or vote on any motion or resolution that comes before the meeting, and members may do so in accordance with the bylaws of the Association and these rules of order.
5. A member who wishes to make a motion or to speak to a matter will raise his or her hand and wait to be addressed by the Chair before standing to make his or her comments. Comments or motions made without recognition from the Chair will be ruled out of order.
6. All debate and discussion must be confined to the merits of the matter currently under consideration.
7. On any given matter, each member may speak up to two times, for no longer than two minutes each time.
8. No person will be entitled to speak a second time on a given matter until all persons who wish to speak have been given the opportunity to speak a first time.
9. Once debate has closed, voting will be by show of coloured voting cards, one card per member, to be handed out at registration for the meeting, or by show of hand.



Nomination Application for Directorship

There are five (5) Directorship vacancies for the term 2018-2020

Name of Nominee **: _____
(Please print)

Address: _____

Tel #: _____ E-mail address: _____

Date of Birth: _____ Gender: _____

Nominated by **: _____ (Please print)

Nominated by **: _____ (Please print)

Table Tennis background (if any): _____

Current employment: _____

Reasons you are interested in this directorship: _____

Signature: _____ Date: _____
Nominee

Signature: _____ Date: _____
Nominator

Signature: _____ Date: _____
Nominator

** Both Nominee and Nominator must be active voting members. By-law 8.1(b)(c)

*** This form must be received by the BCTTA on or before 3 P.M on September 07, 2018 to be valid.

British Columbia Table Tennis Association

MEMBERSHIP RENEWAL FORM



Please print

Name : _____ Birth-date (y / m / d) : _____ Gender : Female / Male
(First Name/Middle Name/Last Name)

Name of organization (if applicable): _____

Address : _____ Postal Code : _____

Phone : Home : () _____ Work : () _____ Cell : () _____

Email : _____

Fee Schedule : (please check applicable one)

(a) **Voting membership (full year) – MUST BE 19 OR OVER OR ORGANIZATION** **\$30.00**

(b) **Non-voting membership (full year) – ANY AGE OR ORGANIZATION** **\$20.00**

Note : Full year is from September 1st to August 31 of the following year

I/our organization agree(s) to abide by all the B.C.T.T.A. rules and regulations and I/we hereby release the B.C.T.T.A. from any liability for loss, damages or injury that may result from my/our participation in any and all B.C.T.T.A. activities.

Signature of Applicant or Representative of Organization : _____

Signature of Parent or Guardian (in case of a Minor) : _____

Date of application : (y / m / d) : _____

NOTE : Acceptance of membership is subject to the approval by the Board of Directors.

Please make cheque or money order payable to **BRITISH COLUMBIA TABLE TENNIS ASSOCIATION.**

Mail completed form with payment to **BCTTA: #208-5760 Minoru Blvd., Richmond, B.C., V6X 2A9**

A membership card will be issued upon receipt of your fees and approval by the Board of Directors.

FOR OFFICE USE ONLY:

Date received (y / m / d) : _____ Approved : Yes _____ No _____ Pending _____

Date of approval : _____ Membership # _____ Date card sent: _____