

## **BMX SPORTS WESTERN AUSTRALIA CLUB AGM CHECKLIST**

1. Club AGM should be held no more than Four (4) months after the End of the Financial Year. (30<sup>th</sup> June 20..)
2. Attendance record to be produced so all members can sign prior to the meeting.
3. Preceding Year AGM Minutes to be available to all members.
4. Club must present/make available Full Financial Detailed Report to all Members at the AGM.
5. Chairperson of the meeting, must call “All Positions Vacant” at start of the meeting.
6. For all further information you must refer to your own “Club Constitution” for guidelines. Each club may differ.