

ROCKCLIFFE LAWN TENNIS CLUB

NOTICE OF ANNUAL GENERAL MEETING

The Annual General Meeting of the Members of the Rockcliffe Lawn Tennis Club (“RLTC”) will be held at the Richelieu-Vanier Community Centre (300 des Pères-Blancs Ave, Ottawa, ON K1L 7L5) , on Sunday, the 8th day of December, 2019, at 3.00 p.m.

Items on the agenda for the meeting include:

1. Call to Order
2. To review and approve the Minutes of the most recent Annual General Meeting of RLTC held on the 9th day of December, 2018;
3. To receive the President’s Report;
4. To receive the Officers’ Reports regarding the activities of RLTC for the year ended October 31st, 2019:
 - (i) Junior Program;
 - (ii) Grounds and Clubhouse;
 - (iii) Tennis Programming;
 - (iv) Annual Social;
 - (v) Membership and Sponsorship; and,
 - (vi) Financial Operations.
5. To receive and approve the Financial Statements of RLTC for the year ended October 31st, 2018;
6. To receive and approve the Board proposal to purchase and install lights on courts 2 and 3;
7. To approve and ratify all actions taken or authorized by the Board of Directors and the Officers of RLTC during the previous financial year;
8. To approve the choice of accountants for the current year;
9. To receive the Report of the Nominating Committee and to elect the Board of Directors for 2018.

The following individuals have been nominated by the Board of Directors:

Philip Anido
Michel Bouchard
Jackie Douglas
Thierry Harris
Jordan Samaroo

10. To transact such other business as may properly come before the Annual General Meeting.

11. Adjournment.

A Proxy Form is attached.

Dated: November 18, 2019

Tony Stikeman – President

If you are unable to attend in person, please complete the attached Proxy and arrange for its delivery to the Corporate Secretary of RLTC on or before the scheduled Annual General Meeting. A completed proxy may be sent to the Corporate Secretary at the below address:

Philip English

Email: secretary@rltennis.ca / penglish407@gmail.com

PROXY FORM

The undersigned Member of Rockcliffe Lawn Tennis Club (RLRC) hereby appoints _____, as nominee, with power of substitution, to attend and vote for the undersigned at the Annual General Meeting of RLTC held on the 8th day of December, 2019, and at any adjournment thereof.

1. For (), Against (), the approval of Financial Statements for the year ended October 31st, 2019.
2. The said nominee is authorized and directed to vote for the election of such persons to the Board of Directors, as the nominee, in the nominee's absolute discretion, deems advisable.
3. The said nominee is authorized and directed to vote on the matter of the appointment of auditors, as the nominee in the nominee's absolute discretion deem advisable.
4. The said nominee is authorized and directed to vote as the nominee, in the nominee's absolute discretion, deems advisable, in a manner not inconsistent with the foregoing, on such amendments or variations to matters identified in the notice of meeting and on all matters which may come before the meeting.

DATED at Ottawa on this day of 2019.

Witness

Name of Member

1. The membership represented by this Proxy will be voted on any ballot, and where the Member has specified a choice with respect to any matter to be acted upon the membership shall be so voted in accordance with the specifications as made.
2. This Proxy shall be valid only if it has been received by the Corporate Secretary prior to the commencement of the meeting.

Philip English
Email: secretary@rltennis.ca / penglish407@gmail.com