

## Suburban Football Club

59 Damascus Road  
Bedford, NS B4A 0C2  
Canada



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**TO:** Suburban FC members

**C.C.** SFC Board of Directors

**FROM:** Jessie Burgins, Executive Director, Suburban FC

**RE:** 2023 Suburban Football Club - Annual General Meeting

Sunday December 3rd, 2023 @ 7:00pm

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This notice will confirm that the Association's Annual General Meeting will be held on Sunday December 3rd, starting at 7:00pm.

**Venue: Charles P Allen High School**

### Reminders:

There will be elections conducted on the night for the following positions on the Board of Directors:

- Vice President
- Director of Finance
- Director of Communications and Marketing
- Director of Risk Management and Player Safety
- Member at Large

If you are interested in any of these positions please contact the nominations committee at [nominations@suburbanfc.ca](mailto:nominations@suburbanfc.ca)

A handwritten signature in black ink that reads 'Jessie Burgins'.

**Jessie Burgins**

Executive Director – Suburban FC

**Delegates:**

As per Article 11 of the Club Bylaws “All adult members (in good standing) of legal voting age in attendance have voting rights at any Club Annual General Meeting”

Youth members and non-voting member meeting attendees/participants have a voice at any Annual General Meeting or Special Meeting of the Club, or at any meeting of the Board as stipulated in Article 15.2.

**AGM AGENDA**

1. Declaration of a Quorum
2. Minutes of the Previous Annual General Meeting and any Special General Meeting(s).
3. Report of the President
4. Financial Report
5. Technical Report
6. Committee Reports
7. Amendments to Bylaws (if applicable)
  - a. Vote to accept Bylaws
8. Election of Officers
9. New Business
10. Adjournment

**If you have any questions or require additional information on the AGM, please do not hesitate to contact Melanie at [secretary@suburbanfc.ca](mailto:secretary@suburbanfc.ca).**