



11<sup>th</sup> District 23 Biennial Conference  
7 - 9 October 2011

## Business Call to Conference

Dear Presidents

### Please find enclosed:

1. Master list of Documents
2. D23 Covering letter from Governor Jane Smith
3. D23 Standing Rules for Conference
4. D23 Club Credentials Instructions  
Credentials Registration Form -  
Delegate Credentials Form (2 copies green)  
Alternate Credentials Forms (2 copies yellow)  
Delegate Proxy Form (2 copies red)
5. D23 Minutes of the 2010 ZI District 23 Annual General Meeting
6. D23 2011 Income and expense Report (NB. 2 spreadsheets)
7. D23 2011 Balance Sheet (NB. 2 spreadsheets)
8. D23 2012 – 2014 Budgets (NB. 2 spreadsheets)
9. D23 Treasurer Proposals
10. D23 Bylaws and Resolutions Committee
11. Primary Slate of Candidates for District 23 Board 2012-2014 and  
District Nominating Committee 2012-14
12. D23 Guidelines for delegates

**Nan Martella**  
**D23 Secretary**  
**11 Acacia St**  
**Bunbury WA 6230**  
**Ph: 08 97217067 (H)**



11<sup>th</sup> District 23 Biennial Conference  
7 - 9 October 2011

Jane Smith  
District 23 Governor 2010-2012  
PO Box 66  
YEELANNA SA 5632

Dear Club President

### **BUSINESS CALL TO CONFERENCE**

Enclosed is information relating to the procedures and business of the 11<sup>th</sup> District 23 Conference and District 23 Annual General Meeting.

As President, your role is important. Please make time in your Club meeting program to talk about the business of the District and the issues that will be discussed and voted on at Conference. In particular, please note the following:-

1. Proposed Bylaws or Rules of Procedure amendments have been discussed by the District 23 Board and will be discussed with Zonta International's Representative, Kathleen Douglass, at the pre-Conference District 23 Board meeting on 6 October.
2. Copies of proposed Rules of Procedure amendments are included for club discussion and consideration with delegates and members. Please note that there are no proposals for changes to the Bylaws of Zonta International.
3. No proposals for new District 23 Projects have been received for 2012-2014.
4. The credentials instructions guide you in completing the required documentation. Please forward details of your delegate and alternate, or your proxy delegate, if applicable, by the **6 September**. These forms can be completed and posted to me, or scanned and emailed to [jane.annaleey@bigpond.com](mailto:jane.annaleey@bigpond.com). Note that your delegate will not be entitled to vote if the club is un-financial at the time of registration for Conference. No club may be represented by proxy at more than two (2) consecutive conferences. A club may carry the proxy votes from no more than two other clubs.
5. Please discuss the slate of candidates for District 23 Office 2012-2014 with your delegate and members, and ensure the delegate has the club's guidance for voting or the authority to vote as they see fit.
6. The proposed 2012-2014 District 23 budget is enclosed for your consideration. The budget will be moved for acceptance at the Conference. Please note the two proposals put forward in the Treasurer's report. The rationale for these proposals are included in the Treasurer's report.
7. A copy of the 'Standing Rules for Conference' is enclosed. Please ensure your members are aware of these rules prior to Conference. A copy will also be included in the Conference Handbook which will be distributed at Conference when members register.
8. The Ceremony of Remembrance form, previously distributed, must be returned by 31 July.
9. The Zonta Shop is an opportunity for fundraising for your club. Zontians love to shop and the Zonta Shop is an excellent way to promote items for sale. If you have not returned the previously distributed form to book your space at the shop, please do so immediately.

Members of the District 23 Board join with me in inviting you to attend this Conference, to be part of the deliberations of business sessions, to enjoy the friendship and opportunity to network with members from across the District and to "raise the stakes" of Zonta International in our District. The Conference Committee has been working hard to make this conference a memorable and unique experience. I look forward to meeting with you in Melbourne.

In Zonta fellowship

**Jane Smith**  
District 23 Governor



# Zonta International District 23 Inc

*Advancing the Status of Women Worldwide*

## STANDING RULES FOR CONFERENCE

### ONLY ZONTA MEMBERS TO BE PRESENT DURING BUSINESS SESSIONS

1. **The meeting of the conference** shall be called to order promptly at the time specified on the program. Delegates and alternates should be seated five minutes before the time stated for starting. **Delegates** shall be seated together in the **reserved area**.
2. **Voting body of the Conference**
  - Voting body of the District 23 Conference shall consist of the District Officers (except the secretary) and the duly accredited delegates.
  - In the absence of a delegate at any session, the accredited alternate may be registered with the Credentials Committee prior to the session to act and vote as the delegate.
  - Delegates who carry proxies for other clubs will be issued with a proxy ribbon.
  - Voters must wear their conference badge and ribbon (delegate, alternate, proxy) to all meetings.
3. A member wishing to address the Conference shall rise, address the chair, and state name, club and the purpose for which they obtained the floor.
4. Any member of a club in good standing within the District, in attendance at a Conference may speak, but only voting members may make motions or vote.
5. No member shall speak longer than three minutes at a time, unless special permission is granted by the Conference. No member shall speak more than twice on the same subject, or speak a second time until all who desire to be heard have spoken.
6. All motions to be considered shall be put in writing, signed by mover and seconder, then handed to the District Secretary.
7. A delegate presenting a candidate from the floor for an elected office will be limited to presenting the name of the candidate only.
8. **Quorum:** A majority of the delegates registered shall constitute a quorum.



# Zonta International District 23 Inc

*Advancing the Status of Women Worldwide*

## CLUB CREDENTIALS INSTRUCTIONS

### 11<sup>th</sup> DISTRICT 23 CONFERENCE

#### *CREDENTIALS INSTRUCTIONS*

1. Please read the following excerpt from the Zonta International Governing Documents (2010):

*Zonta International Bylaws (pp.23-24)*

#### **Article XIII**

#### **Districts**

#### **SECTION 11. Meetings.**

(a) **District Conference.** Each district shall hold at least one (1) district conference per biennium, on dates approved by the Zonta International president.

(1) **Purpose.** The district conference shall be for the purpose of promoting the Objects and programs of Zonta International and to conduct the business of the district.

(2) **Authority.** The conference shall have power to act upon recommendations and resolutions and to submit these to Zonta International.

(3) **Call to Conference.** Notice of proposed changes affecting the district or Zonta International shall be sent to the president of each club within the district at least sixty (60) days before the conference. No act of the conference may conflict with these bylaws or with action taken by Zonta International.

(4) **Conference Voting Members.** The voting members of the district conference shall be elected district officers and the delegates of each club in good standing.

(a) **Clubs.** Each club shall be entitled to one (1) delegate and one (1) alternate. If, as of the date specified by the district for the payment of district dues (Article XIII, Section 5), the membership of any club exceeds forty (40) members, the club shall be entitled to a second delegate and alternate. If the membership exceeds eighty (80) members, the club shall be entitled to a third delegate and alternate. Delegates and alternates shall be elected by the club they represent. A delegate may carry more than one of the total votes to which the club is entitled. A member of the district board shall not be a club delegate or alternate.

(b) **Proxies.** A club may be represented by one (1) proxy at a district conference. No club may be represented by proxy at more than two (2) consecutive conferences. A club may carry the proxy votes from no more than two other clubs.

(5) **Quorum.** A majority of voting members registered at conference shall constitute a quorum.

2. Check that you have the correct number of credentials forms enclosed, as specified below:

#### **40 or less members**

Two delegate (green) forms – one original and one as a duplicate

Two alternate (yellow) forms – one original and one as a duplicate

#### **41 or more members**

Four delegate (green) forms – two originals and two as duplicates

Four alternate (yellow) forms – two originals and two as duplicates.

Your club must have paid its District dues to be financial and therefore be entitled to vote at the Conference. This letter will have a green sticker attached if your club was not financial as at 30 June 2011. The forms were enclosed according to the membership numbers recorded with the District Treasurer as of that date. If your membership has exceeded forty (40) members since 30 June and you have sent dues to the District Treasurer for those extra members, please advise the District Governor immediately to request a second set of delegate and alternate forms to be sent.

3. The credentials of each delegate and alternate should be signed by the President and Secretary of the club represented. In case of emergency, the credentials may be signed by the District Governor.

Complete the credentials forms as outlined below:

#### **Clubs sending delegates and alternates**

##### **40 or less members**

- (a) Complete one Delegate Form and one Alternate Form and send them to the District Governor to arrive no later than **6 September** 2011 as requested in part 4 below.
- (b) Complete one Delegate Form and one Alternate Form to be taken to the Conference by the Delegate and Alternate.

##### **41 or more members**

- (a) Complete two Delegate Forms and two Alternate Forms and send them to the District Governor to arrive no later than **6 September** 2011 as requested in part 4 below.
- (b) Complete two Delegate Forms and two Alternate Forms to be taken to the Conference by the Delegate and Alternate.

#### **Clubs unable to send a delegate**

Only one proxy vote can be appointed for a club regardless of club membership numbers.

Complete and return the Proxy Form (red) to the District Governor to arrive no later than **6 September** 2011 as requested in part 4 below.

4. Complete all the Credentials Forms enclosed, to be signed by the President, Secretary and Delegate(s) and Alternate(s) where required. Forward the completed forms to the District Governor no later than **6 September** 2011.

Thank you.

*Nan Martella*

On behalf of  
**Jane Smith**  
**Governor**



# Zonta International District 23 Inc

*Advancing the Status of Women Worldwide*

## **CLUB CREDENTIALS REGISTRATION FORM**

Zonta Club of \_\_\_\_\_

The following members have been elected to represent the Club at the 11th District 23 Conference in Melbourne, Victoria:

1 Delegate \_\_\_\_\_  
(1-40 members) (Please print or type name)

Delegate's signature \_\_\_\_\_

2 Delegate \_\_\_\_\_  
(41-80 members) (Please print or type name)

Delegate's signature \_\_\_\_\_

*Please note that one delegate may carry two votes if the club has more than 40 members and is thus entitled to two votes.*

1 Alternate \_\_\_\_\_  
(1 - 40 members) (Please print or type name)

Alternate's signature \_\_\_\_\_

2 Alternate \_\_\_\_\_  
(41-80 members) (Please print or type name)

Alternate's signature \_\_\_\_\_

*Please note that one alternate may carry two votes if the club has more than 40 members and is thus entitled to two votes.*

**We certify that the above information is correct:**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
(Club President)

Signed \_\_\_\_\_ Date \_\_\_\_\_  
(Club Secretary)

This form must be sent to Governor: Jane Smith  
Jane.annaleey@bigpond.com

**Due by: 6 September 2011**

**Credentials Committee use only**

Date
Number



**Zonta International  
District 23 Inc**

*Advancing the Status of Women Worldwide*

**DELEGATE CREDENTIALS FORM**

Name of club \_\_\_\_\_

Name of delegate \_\_\_\_\_

President's signature \_\_\_\_\_

Secretary's signature \_\_\_\_\_

Send one copy of this form to District Governor: Jane Smith  
Jane.annaleey@bigpond

Due by: **6 September 2011**

**DELEGATE TO BRING A SECOND COPY OF THIS FORM TO  
CONFERENCE**



**Zonta International  
District 23 Inc**

*Advancing the Status of Women Worldwide*

**ALTERNATE CREDENTIALS FORM**

Name of club \_\_\_\_\_

Name of alternate \_\_\_\_\_

President's signature \_\_\_\_\_

Secretary's signature \_\_\_\_\_

Send one copy of this form to District Governor: Jane Smith  
Jane.annaleey@bigpond.au

Due by: **6 September 2011**

**ALTERNATE TO BRING THE SECOND COPY OF THIS FORM TO  
CONFERENCE**



# Zonta International District 23 Inc

*Advancing the Status of Women Worldwide*

## PROXY DELEGATE FORM

Zonta Club of \_\_\_\_\_

Area \_\_\_\_\_ Club number \_\_\_\_\_

As at 1 June 2011 the above named Zonta Club had \_\_\_\_\_ members. It is therefore entitled to \_\_\_\_\_ proxy votes at the 2011 District 23 Conference.

The Zonta Club of \_\_\_\_\_  
(Name of club appointing a proxy)

hereby appoints the delegate from

the Zonta Club of \_\_\_\_\_  
(Name of club carrying proxy)

as holder of our proxy vote at all business meetings of the 2011 District 23 Conference.

*I certify that the above information is correct.*

Signed \_\_\_\_\_ Date \_\_\_\_\_  
(President of club appointing a proxy)

### **Note to the club appointing a proxy:**

Your club must notify the club carrying your proxy and obtain agreement to this representation.

*A club may be represented by one (1) proxy at a district conference.*

*No club may be represented by proxy at more than two (2) consecutive conferences.*

*A club may carry the proxy votes from no more than two other clubs.*

**THIS FORM MUST BE RETURNED TO THE GOVERNOR BY 6 SEPTEMBER 2011.**

## MINUTES

### DISTRICT 23 ANNUAL GENERAL MEETING Saturday 17th July 2010 Sebel Hotel, 65 Queens Rd, Albert Park, Melbourne, Vic

1. **Opening** – Meeting opened at 8.35am  
District Governor welcomed Board members.  
Board members introduced themselves.

#### **District Board Attendees**

District Governor	Jane Smith
Lt Governor	Cintra Amos
Treasurer	Carolyn Colquhoun
Secretary	Nan Martella
Area 1 Director	Robyn Scholes
Area 2 Director	Erica Majba
Area 3 Director	Leanne Sultan
Area 4 Director	Margaret Hinks
Area 5 Director	Carol Fuller

2. **Club Proxies**

Authority to act as the club's proxy were received as follows:

*Area 1 Director Robyn Scholes:*

Frankston Inc.  
Waverley Inc.  
Mornington Peninsula Inc.

*Area 2 Director Erica Majba:*

Adelaide Inc	Adelaide Flinders Inc.
Adelaide Hills Inc	Adelaide Torrens Inc.
Clare and Districts Inc.	Gawler and Barossa Inc
Fleurieu Peninsula Inc.	
Para District Inc.	
Port Lincoln Inc.	
The Riverland Inc.	

*Area 3 Director Leanne Sultan:*

Bunbury Inc.	Dunsborough Area Inc.
Peel Region Inc.	
Swan Hills Inc.	Perth Northern Suburbs Inc.

*Area 4 Director Margaret Hinks*

Bendigo Inc.	Geelong Inc.
Kyneton Inc.	Melton Inc.
Wangaratta Inc.	Melbourne West Inc
Melbourne on Yarra	

*Area 5 Director Carol Fuller*

Devonport Inc.	Queenborough
Launceston Inc.	Hobart East Inc.

3. **Correspondence**

- Annual Registration of Incorporation
- Letter of engagement – JL Collier & partners (auditor)

4. **Minutes of 2009 AGM** – held at the 2009 Ballarat Conference. Moved Cintra Amos, Seconded Jane Smith, 'that the minutes of the 2009 AGM be accepted'. **Carried**

**5. Reports**

5.1 District Governor – report tabled and also received by Board members by email before meeting. Moved Jane Smith, seconded Cintra Amos ‘That the District Governor’s report is accepted.’ **Carried**

5.2 Treasurer – reports tabled and also received by Board members by email before meeting:

5.2.1 Audited financial statements 1<sup>st</sup> June 2008 – 31<sup>st</sup> May 2010

5.2.2 Audit Report – confirmed that the District financial statements were a true and fair view of our financial dealings for the period and complied with the law – auditors pleased.

5.2.4 Letter of engagement received from auditor.

Moved Carolyn Colquhoun, seconded Cintra Amos ‘that the financial report for the 2008-2010 biennium is accepted.’ **Carried**

**6. Business arising from correspondence**

Annual Registration of Incorporation to be actioned by Secretary and Treasurer

**7. General Business** – nil

**8. Meeting Closed** at 8.50 am

District Governor \_\_\_\_\_ District Secretary \_\_\_\_\_

**Jane Smith**

**Nan Martella**

Date: \_\_\_\_\_

<b>ZONTA INTERNATIONAL DISTRICT 23 INC</b>				
<b>BIENNIUM 2012-2014 GENERAL ADMINISTRATION BUDGET</b>				
		Total		
<b>INCOME</b>		<b>Biennium</b>		
MEMBERSHIP FEES 2012/13 (700 @ \$40)		28,000		
MEMBERSHIP FEES 2013/14 (720 @ \$40)		28,800		
TERM DEPOSIT INTEREST		6,000		
ISAVER INTEREST		2,600		
TRANSFER EX MERCHANDISE ACCOUNT		4,000		
TRANSFER EX OMC ACCOUNT		1,500		
<b>TOTAL INCOME</b>		<b>70,900</b>		
<b>EXPENDITURE</b>				
<b>DG OR LT GOV TRAVEL TO WORKSHOPS</b>				
AREA 1		950		
AREA 2		660		
AREA 3		600		
AREA 4 (COMBINED WITH AREA 1)				
AREA 5		440		
<b>BOARD MEETINGS</b>				
PERTH		5,200		
ADELAIDE		2,400		
PERTH Conf		1,100		
MELBOURNE		2,200		
<b>CONVENTION (DG AND GOV ELECT)</b>				
AIR FARES		7,500		
REGISTRATION		2,000		
ACCOMMODATION		2,800		
<b>CONFERENCE (BOARD)</b>				
AIRFARES/ACCOMMODATION		12,840		
REGISTRATION		3,600		
Conference Dinner		900		
PRESIDENTS' FUNCTION		500		
<b>AREA DIRECTORS EXPENSES</b>				
AREA 1		300		
AREA 2		2,400		
AREA 3		750		
AREA 4		1,300		
AREA 5		600		
<b>GENERAL ADMINISTRATION</b>				
ARCHIVES		100		
AUDIT		500		
BANK CHARGES		200		
COMMITTEE CHAIR EXPENSES		1,200		
DEPT OF JUSTICE (Annual return)		100		
POSTAGE & COURIER		500		
PRINTING & STATIONERY		300		
PUBLICATIONS (Directory, Goals, Pres. Manual)		1,500		
INSURANCES		12,000		
SUNDRIES		1,200		
TELEPHONE		200		
WEBSITE		200		
<b>OTHER</b>				
AREA 2 WORKSHOP TRAVEL SUBSIDY		1,200		
CALL TO CONFERENCE & CONFERENCE REPORT		660		
DISTRICT AWARD WINNERS' travel to conference subsidy		500		
DISTRICT BROCHURES		1,500		
<b>TOTAL EXPENSES</b>		<b>70,900</b>		
<b>NET SURPLUS (DEFICIT)</b>		<b>0</b>		
Note: .Board meeting locations and costs are an estimate only at this time .				
This budget is based on treasurer's 2 proposals being accepted.				
Budget expenses have only risen by 4% over 3 bienniums.				
The lower membership is the cause for decreased dues income and therefore the need to increase				

dues by \$12 per annum. District dues have only increased \$3 since 2001			

**ZONTA INTERNATIONAL DISTRICT 23 INC  
BIENNIUM 2012-14 OMC FUND BUDGET**

Balance as at 31 May 2011	\$ 4,425.00
---------------------------	----------------

*Income*

Primary sources of inflows to this account are Area Workshop and District Conference surpluses. Due to the fluctuating nature of the surpluses, no income has been budgeted.

*Expenditure*

Transfer to Admin	<u>1,500.00</u>
	2,925.00
3 New Clubs being investigated	<u>Balance above</u> required

As set out in Rules of Procedures, Rule 1.9, the OMC fund may be used for:

- \* Expenses incurred in setting up new Clubs in accordance with the Guidelines
- \* Rejuvenation grants to Clubs in accordance with the Guidelines for Recoupable Grants
- \* Expenses incurred by either the DG or LG in travelling to Charter new Clubs
- \* Cost of President's badge and pins for all members of the Clubs being chartered within the District
- \* Administration and authorised travel expenses incurred by a Centurion when acting in an official capacity
- \* Printing of the District Brochure or other promotional material
- \* Any other use as determined by the District Board, providing such use does not take the balance of the fund below \$2000.

**ZONTA INTERNATIONAL DISTRICT 23 INC  
BIENNIUM 2010-12 MERCHANDISE ACCOUNT BUDGET**

Balance as at 31 May 2011	\$ 18,530.00
Less Purchases 2011/12	- 4,500.00
Less 2010-12 Budget deficit	- <u>6,954.00</u>
<b>Balance available at 31 May 2011</b>	<b>7,076.00</b>

*Income*

Due to the fluctuating nature of merchandise sales, no income has been budgeted.

*Expenditure*

Transfer to Admin Account	<u>4,000.00</u>
	3,076.00

Stock purchases have not been budgeted for as stock is reordered from suppliers as and when required. Funds are kept as a contingency to cover the outlay required to meet minimum order quantity levels.

Funds are also available to supplement the admin account.

Zonta International District 23 Inc  
Balance sheet as at 31 May 2011

**Assets**

*Current Assets*

*Cash at Bank*

Trading A/c - Admin	(\$24,019.00)
Trading A/c - Merchandise	\$18,531.00
Trading A/c - OMC	\$4,425.00
District Conference Account	\$1,000.00
Total Cash at Bank	<u>(\$63.00)</u>

*Investment Accounts*

NAB term deposit	\$50,000.00
NAB i-saver account	\$50,073.00
Total Investment Accounts	<u>\$100,073.00</u>

Trade Debtors	\$248.00
Inventory	\$4,794.00
Conference deposit	\$12,527.00
Total Assets	<u>\$117,579.00</u>

**Liabilities**

*Current Liabilities*

Trade Creditors	\$5,270.00
D23 Subscription Clearing A/c	\$18,560.00
ZI Subscription Clearing a/c	\$10,343.00
Amounts held on behalf of Area	\$292.00
Total Liabilities	<u>\$34,465.00</u>

Net Assets	<u><u>\$83,114.00</u></u>
------------	---------------------------

*Represented By:*

Retained Earnings	\$77,661.00
Current Year Earnings	\$5,452.00
Total Equity	<u><u>\$83,114.00</u></u>

**ZONTA INTERNATIONAL DISTRICT 23 INC  
BIENNIUM 2012-14 OMC FUND BUDGET**

Balance as at 31 May 2011	\$ 4,425.00
---------------------------	----------------

*Income*

Primary sources of inflows to this account are Area Workshop and District Conference surpluses. Due to the fluctuating nature of the surpluses, no income has been budgeted.

*Expenditure*

Transfer to Admin	<u>1,500.00</u>
	2,925.00
3 New Clubs being investigated	<u>Balance above</u> required

As set out in Rules of Procedures, Rule 1.9, the OMC fund may be used for:

- \* Expenses incurred in setting up new Clubs in accordance with the Guidelines
- \* Rejuvenation grants to Clubs in accordance with the Guidelines for Recoupable Grants
- \* Expenses incurred by either the DG or LG in travelling to Charter new Clubs
- \* Cost of President's badge and pins for all members of the Clubs being chartered within the District
- \* Administration and authorised travel expenses incurred by a Centurion when acting in an official capacity
- \* Printing of the District Brochure or other promotional material
- \* Any other use as determined by the District Board, providing such use does not take the balance of the fund below \$2000.

**ZONTA INTERNATIONAL DISTRICT 23 INC  
BIENNIUM 2010-12 MERCHANDISE ACCOUNT BUDGET**

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Less 2010-12 Budget deficit	- <u>6,954.00</u>
<b>Balance available at 31 May 2011</b>	<b>7,076.00</b>

*Income*

Due to the fluctuating nature of merchandise sales, no income has been budgeted.

*Expenditure*

Transfer to Admin Account	<u>4,000.00</u>
	3,076.00

Stock purchases have not been budgeted for as stock is reordered from suppliers as and when required. Funds are kept as a contingency to cover the outlay required to meet minimum order quantity levels.

Funds are also available to supplement the admin account.

Zonta International District 23 Inc  
Balance sheet as at 31 May 2011

**Assets**

*Current Assets*

*Cash at Bank*

Trading A/c - Admin	(\$24,019.00)
Trading A/c - Merchandise	\$18,531.00
Trading A/c - OMC	\$4,425.00
District Conference Account	\$1,000.00
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Conference deposit	\$12,527.00
Total Assets	<u>\$117,579.00</u>

**Liabilities**

*Current Liabilities*

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Net Assets	<u><u>\$83,114.00</u></u>
------------	---------------------------

*Represented By:*

Retained Earnings	\$77,661.00
Current Year Earnings	\$5,452.00
Total Equity	<u><u>\$83,114.00</u></u>

Zonta International District 23 Inc  
Notes to the Balance Sheet as at May 2011

*Trade Debtors*

Postage on merchandise orders 13

*Inventory*

<i>Item #</i>	<i>Item</i>	<i>Qty</i>	<i>Value</i>
2301	Zonta Stick Pin	79	173.28
2302	Zonta Pin Butterfly Clip	373	805.84
2303	Zonta Bar Pins	0	0.00
2304	Zonta President Pin	52	777.49
2305	Zonta Pres Gavel & Ch:	0	0.00
2306	Zonta Starburst	224	1,733.60
2307	Zonta in Australia	26	257.40
2308	Zonta Magnetic Pin	33	160.93
2309	Zonta Club Manual	0	0.00
2310	Z Australia Map Pin	777	885.78
			<u>4,794.00</u>

*Deposits Paid*

D23 Admin pays the deposits on the Conference venues 12,527.00

*Creditors*

Amount owing on insurance expense received May 2011 5,270.00

*D23 Subscription clearing Account*

2011-12 District annual renewals and new member dues received 18,560.00  
To be taken up as income 1 June 2011 (Second year of biennium)

*ZI Subscription Clearing Account*

10,343.00  
Less Late transfer June 2011 -1,738.00  
8,605.00

Zonta International District 23 Inc  
Income and Expenditure Statement for year ended 31 May 2011

<u>Income</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Difference</u>
Subscriptions	\$19,978.00	\$22,400.00	(\$2,422.00)
Area Workshop Net Income	\$2,508.00	\$0.00	\$2,508.00
Merchandise Sales	\$3,016.00	\$0.00	\$3,016.00
Postage Collected	\$307.00	\$0.00	\$307.00
Foreign Exchange Gain	\$878.00	\$0.00	\$878.00
Total Income	\$26,687.00	\$22,400.00	\$4,287.00
Cost of Sales			
Merchandise despatch costs	\$122.00	\$0.00	\$122.00
Purchases for Resale	\$1,869.00	\$0.00	\$1,869.00
Total Cost of Sales	\$1,991.00	\$0.00	\$1,991.00
Gross Profit	\$24,696.00	\$22,400.00	\$2,296.00
Expenses			
Area Workshops			
Travel - DG/LG	\$1,355.00	\$1,425.00	(\$70.00)
Board Meetings			
Meeting 1	\$4,431.00	\$3,610.00	\$821.00
Meeting 2	\$4,163.00	\$3,780.00	\$383.00
Conference			
Conference Flags	\$419.00	\$0.00	\$419.00
Area Director Expenses			
Area 1	\$0.00	\$150.00	(\$150.00)
Area 2	\$2,327.00	\$1,200.00	\$1,127.00
Area 3	\$0.00	\$375.00	(\$375.00)
Area 4	\$0.00	\$650.00	(\$650.00)
Area 5	\$70.00	\$300.00	(\$230.00)
General Administration			
Audit Fees	\$275.00	\$200.00	\$75.00
Archives	\$0.00	\$50.00	(\$50.00)
Bank Charges	\$16.00	\$100.00	(\$84.00)
Committee Chair Expenses	\$0.00	\$600.00	(\$600.00)
Dept of Justice	\$41.00	\$50.00	(\$9.00)
Insurance	\$5,270.00	\$5,175.00	\$95.00
Postage & courier	\$420.00	\$250.00	\$170.00
Printing & Stationery	\$4.00	\$150.00	(\$146.00)
Publications	\$930.00	\$1,600.00	(\$671.00)
Sundry	\$618.00	\$600.00	\$18.00
Telephone	\$0.00	\$100.00	(\$100.00)
Website	\$88.00	\$100.00	(\$12.00)
Other Expenses			
Area 2 Workshop travel subsidy	\$1,200.00	\$600.00	\$600.00
Jane M Klausman Award	\$0.00	\$1,000.00	(\$1,000.00)
District brochures	\$1,342.00	\$1,400.00	(\$58.00)
Total Expenses	\$22,968.00	\$23,465.00	(\$497.00)
Operating Profit	\$1,728.00	(\$1,065.00)	\$2,793.00
Other Income			
Interest Income	\$3,724.00	\$4,350.00	(\$626.00)
Net Profit / (Loss)	\$5,452.00	\$3,285.00	\$2,167.00

Zonta International District 23 Inc  
Notes to the Income and Expenditure Statement for year ended 31 May 2011

*Budget*

The budget only relates to the general administration income and expenditure

In the first year of the biennium, income exceeds expenditure, however in the second year the expenditure will exceed income due to the 2011 Conference and the 2012 Convention costs.

In the 2010-12 biennium budget, anticipated income from membership dues was based on 800 members for the first year and 850 members for the second year.  
Actual numbers are 668 for the first year and 671 for the second year

*Income*

*Member Dues*

Member Dues for the 2010-11 year are down on budget.

Dues for the 2011-12 year are also down on budget.

Renewing members for the second year of the biennium, is 671.

*Merchandise Sales*

Merchandise sales are made to D22, D24, and D16 (New Zealand). These sales are substantial and account for the bulk of the merchandise sales. Profits from the sale of merchandise have been used to subsidise the income of the D23 admin account.

*Interest Income*

Income has been from the Term Deposit Account and the I Saver account

*Publications*

District Directory and Goals publications were printed for the first year of the biennium however they are to be electronically sent for the second year of the biennium thus saving on a second printing cost.



**REPORT OF THE DISTRICT 23 BYLAWS AND RESOLUTIONS COMMITTEE 2010-2012**

**Notice of Motions:**

From District 23 Board

Moved by Lt Governor Cintra Amos and seconded by District Treasurer Carolyn Colquhoun:

That in order to meet the requirements of clause 20.2 of the Constitution of Zonta International District 23 Inc., the members of District 23 resolve to adopt the Zonta International Bylaws as passed at Convention 2010.

Rationale: This motion ensures that the Constitution of Zonta International District 23 Inc is consistent with the Bylaws of Zonta International.

**PROPOSED AMENDMENTS TO RULES OF PROCEDURE OF ZONTA INTERNATIONAL DISTRICT 23 AS ADOPTED AT DISTRICT CONFERENCE 2009**

The following are the relevant provisions of the current Rules of Procedure of Zonta International District 23 with the words to be deleted or substituted ~~crossed-out~~ on the left hand side and the proposed changes and/or additions **underlined and bold** on the right hand side.

The following amendments are proposed by the Zonta International District 23 Board. The rationale for each is provided.

<b>PRESENT WORDING</b>	<b>PROPOSED WORDING</b>
<p><b>1. FINANCES</b></p> <p>1.1 District dues and fees will be determined by two-thirds vote of the voting members at a District Conference. By <del>June 1</del> each year clubs will forward capita dues to the District Treasurer who will lodge said dues in the District bank account/s to be named 'Zonta International District 23'. (Members who join in the second half of the fiscal year pay one half of the dues for that year.)</p> <p>The District bank account/s will be kept with a bank accessible in Western Australia, South Australia, Northern Territory, Victoria and Tasmania.</p> <p>The four signatories will be the District Governor, Lt Governor, Treasurer and Secretary. Two signatures are required on each cheque <del>and all</del> payments are to be approved by the District Governor. The recipient of any payment should not be a signatory to that cheque. Lt Governor or Treasurer will approve expenses of the Governor.</p>	<p><b>1 FINANCES</b></p> <p>1.1 District dues and fees will be determined by two-thirds vote of the voting members at a District Conference. <b><u>By May 1</u></b> each year clubs will forward capita dues to the District Treasurer who will lodge said dues in the District bank account/s to be named 'Zonta International District 23'. (Members who join in the second half of the fiscal year pay one half of the dues for that year.)</p> <p>The District bank account/s will be kept with a bank accessible in Western Australia, South Australia, Northern Territory, Victoria and Tasmania.</p> <p>The four signatories will be the District Governor, Lt Governor, Treasurer and Secretary. Two signatures are required on each cheque, <b><u>or, when electronic transfer is used, the transaction must be authorised by two of the nominated signatories.</u></b> <b><u>All</u></b> payments are to be approved by the District Governor. The recipient of any payment should not be a signatory to that cheque. Lt Governor or Treasurer will approve expenses of the Governor.</p>

**Rationale**

*The change of date allows time for District Treasurer to send funds to Zonta International by the due date of 1 June.*

*Provision for electronic transfer ensures that the current level of security is maintained when electronic funds transfer is used.*

**5 GENERAL**

**5 GENERAL**

**5.7 Following the death of a Zontian from District 23 who has given extraordinary service to the District, the Board may authorise a donation in her honour to Zonta International Foundation, from District 23 funds.**

**Rationale**

*This proposal gives District Board power to take this action and discretion to decide when this is appropriate*

**Whole document**

District Governor

**Whole document**

Governor

**Rationale**

*Deleting “District” whenever it appears before Governor will ensure that the terminology of District 23 Rules of Procedure is consistent with that of Zonta International Bylaws.*

Please note that District 23 Board has not received any proposals to amend the Bylaws of Zonta International.

Ronda Walker, Chairman.

## **NOMINATING COMMITTEE REPORT**

The District 23 Nominating Committee was elected at the tenth Biennial Conference in Ballarat Victoria, in September 2009. The role of the committee has been to identify and seek suitably qualified nominees from within the District to hold office at District level for the 2012-2014 biennium and for International positions from 2012-2014 and 2013-2015 (Director Positions).

In accordance with the Zonta International Bylaws, the committee commenced its work at the conclusion of the International Convention held in San Antonio Texas in July 2010.

Sally Gordon, ZC of Adelaide Torrens, Georgie Hutchinson, Zonta Club of Devonport and myself as Chairman were elected as your District 23 Nominating Committee. The committee has liaised regularly to identify suitably qualified candidates for all positions.

In June 2011 the District 23 Slate of Candidates was reported to the District Governor and members of the D23 Board. Club Presidents were notified of the Slate in July 2011 in accordance with the District Bylaws Article XIII. Congratulatory letters were sent to all candidates with post-nomination information including requirements for their attendance at the District Conference in Melbourne.

All elected officers will assume their duties at the conclusion of the Turin, Italy Convention in 2012.

### **Issues to Note:**

- No nominations were received for the position of Area 5 Director by the deadline of 31 May 2011; however it is hoped that a nomination will be presented from the floor.
- Only four nominations were received by the deadline 31 May 2011, for the Nominating Committee, it is hoped that further nominations will be presented from the floor.
- Additional nominations for all positions will be accepted from the floor of the Melbourne Conference provided acceptance of the nomination has been obtained from the qualified member. This will occur following the presentation of this report.
- After the nominations for each position are read out, District Governor Jane Smith will call for nominations from the floor for that position.
- Election of Area Directors, Vice Area Director (Area 2) will be by Clubs voting for their appropriate Area.

The Chairman of the Zonta International Nominating Committee, Elba Pereyra de Gomensoro, advised the process and deadlines for the nomination of Zonta International candidates, as published on the ZI website.

I am pleased to announce that we received ? nominations: ? has nominated for the position of Zonta International Vice-President and ? for the Zonta International Committee. These nominations have been forwarded on to Alison Martin our liaison for the Zonta International Nominating Committee.

We wish ? well with their nominations.

### **Recommendation:**

I move that this report and the slate of candidates be accepted.

*Judith Rothe*  
*Zonta Club of Kyneton Inc.*  
*Chairman, District 23 Nominating Committee.*

**PRIMARY SLATE OF CANDIDATES FOR DISTRICT OFFICE 2012 – 2014**

<b>POSITION</b>	<b>NAME</b>	<b>NOMINATED BY</b>
District Governor	Cintra Amos	Adelaide Flinders Inc.
Lt. Governor	Erica Majba	Adelaide
	Leanne Sultan	Alison Martin
Treasurer	Carolyn Colquhoun	Adelaide Flinders Inc
Area 1 Director	Jennifer Peplar	Mornington Peninsula Inc.
	Debbie Schmidt	Melbourne on Yarra Inc
Area 2 Director	Jodi Knoop	Adelaide Flinders Inc
Vice Area 2 Director	Debra Jane Kennedy	Erica Majba
	Jodi Knoop	Adelaide Flinders Inc
Area 3 Director	Carole Theobald	Mary Gurgone
	Ruth Thomas	Jo Wittorff
Area 4 Director	Jane Adornetto	Geelong
Area 5 Director	No nomination received by closing date. Nominations will be called from the floor.	
Nominating Committee	Ann Horrocks	Bendigo
	Jasmine Koch	Melbourne on Yarra Inc
	Jill Taylor	Carol Fuller
	Jo Wittorff	Bunbury

**Nominations for all positions may be accepted from the floor**

Five nominations are required for the Nominating Committee, three to be elected. The candidate receiving the highest number of votes will be deemed the Chairman of the Committee.

**District 23 Nominating Committee:**

**Judith Rothe, Chairman - Zonta Club of Kyneton Inc**  
**Sally Gordon, - Zonta Club of Adelaide Torrens Inc.**  
**Georgie Hutchinson – Zonta Club of Devonport Inc.**

# Meet the Candidates

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## POSITION – DISTRICT GOVERNOR

### CINTRA AMOS

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**Club:** Adelaide Flinders Inc.  
**Member Years:** 25 years  
**Classification:** Management and Administrative  
**Business/Profession:** Administration Tourism  
**Title/Position:** Company Director  
**Zonta Positions:** *Club Level* - President, Vice President, Secretary, Director, Committee Chair  
  
*District Level* - Area 2 Director, Lt Governor  
  
*International Level*-

#### Activities outside Zonta:

Currently events officer and volunteer at Strathalbyn visitor information centre, Co-convenor of the Adelaide white ribbon breakfast committee and events co-ordinator of association of community service organisations. I am also interested in camping, overseas travel, participation in amateur motorsport with my family, singing jazz, walking, cooking and reading.

#### Nominated by:

Jodi Knoop – President, Zonta Club of Adelaide Flinders Inc.

## POSITION – LIEUTENANT GOVERNOR

### ERICA MAJBA

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**Club:** Adelaide.  
**Member Years:** 12 years  
**Classification:** 3293  
**Business/Profession:** Financial Services  
**Title/Position:** Business Coach  
**Zonta Positions:** *Club Level*- President, Treasurer, Vice President, Director, Committee Chair  
  
*District Level* -  
  
*International Level*-

#### Activities outside Zonta:

Volunteer for volunteering SA & NT co-ordinating a Mentoring Program, Accredited Trainer, Consultant on Strategic Planning, Member of Australian Institute of Company Directors. I also enjoy gym, Italian classes and I am a member of Toastmasters.

#### Nominated by:

Lynn Oxlad – President, Zonta Club of Adelaide

## POSITION – LIEUTENANT GOVERNOR

LEANNE SULTAN

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**Club:** Perth Northern Suburbs  
**Member Years:** 13 years  
**Classification:** 2325  
**Business/Profession:** Health  
**Title/Position:** Deputy Director/NMAHS/Adult Mental Health Program  
**Zonta Positions:** *Club Level-* President

*District Level – Area 3 Director*

*International Level-*

**Activities outside Zonta:**

Between work, family and Zonta activities, I enjoy the gym, good films, reading and travelling.

**Nominated by:**

Alison Martin – Secretary, Zonta Club of Perth Northern Suburbs

## POSITION – TREASURER

CAROLYN COLQUHOUN

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**Club:** Adelaide Flinders Inc.  
**Member Years:** 20 years  
**Classification:** Director  
**Business/Profession:** Events Corp  
**Title/Position:** Director / Accounts  
**Zonta Positions:** *Club Level -* President, Treasurer,  
Membership Committee, Archivist

*District Level – Treasurer 2010-12*

*International Level-*

**Activities outside Zonta:**

Work in own business accounts, payable/receivable, Corporate wife. Play bridge and socialising with friends.

**Nominated by:**

Jodi Knoop – President, Zonta Club of Adelaide Flinders Inc.

**POSITION – AREA 1 DIRECTOR**

**JENNIFER PEPLAR**



**Club:** Frankston  
**Member Years:** 9 years  
**Classification:** 2323  
**Business/Profession:** Nursing  
**Title/Position:** Continence Nurse Advisor  
**Zonta Positions:** *Club Level - Secretary, Vice President, President*  
*District Level -*  
*International Level-*

**Activities outside Zonta:**

Theatre, travel and crafts.

**Nominated by:**

Elizabeth Davis – Past President, Zonta Club of Mornington Peninsula Inc.

**POSITION – AREA 1 DIRECTOR**

**DEBBIE SCHMIDT**



**Club:** Melbourne's West  
**Member Years:** 9 years  
**Classification:** Project Co-Ordination  
**Business/Profession:** Finance Department, Victorian Independent School  
**Title/Position:** Accounts Receivable Manager  
**Zonta Positions:** *Club Level – President, Treasurer, Secretary, Board Member, Service Chairman,*  
*District Level – Z Club Co-ordinator*  
*International Level-*

**Activities outside Zonta:**

Owned and ran and Events Management business for 5 years.

**Nominated by:**

Dr Patricia Gray – President, Zonta Club of Melbourne on Yarra Inc.

**POSITION – AREA 2 DIRECTOR**

**JODI KNOOP**



**Club:** Adelaide Flinders Inc.  
**Member Years:** 4 years  
**Classification:** 2374 Registered Midwife  
**Business/Profession:** Health  
**Title/Position:** Clinical Practice Consultant, Women’s Health  
**Zonta Positions:** *Club Level* - Board Director, President  
*District Level* -  
*International Level*-

**Activities outside Zonta:**

Volunteering overseas with birth attendant training, Post Graduate studies (Masters).

**Nominated by:**

Carolyn Colquhoun – Immediate Past President, Zonta Club of Adelaide Flinders Inc.

**POSITION – VICE AREA 2 DIRECTOR**

**DEBRA JANE KENNEDY**



**Club:** Noarlunga Southern Vales.  
**Member Years:** 3 years  
**Classification:** (Payroll) Electronic Timecard Manager  
**Business/Profession:** SAPOL  
**Title/Position:** WFC Support Officer  
**Zonta Positions:** *Club Level* - Board Member, President  
*District Level* -  
*International Level*-

**Activities outside Zonta:**

National Council of Women, Football.

**Nominated by:**

Erica Majba – Past President, Zonta Club of Adelaide

**POSITION – VICE AREA 2 DIRECTOR**

**JODI KNOOP**



**Club:** Adelaide Flinders Inc.

**Member Years:** 4 years

**Classification:** 2374 Registered Midwife

**Business/Profession:** Health

**Title/Position:** Clinical Practice Consultant, Women's Health

**Zonta Positions:** *Club Level* - Board Director, President

*District Level* -

*International Level*

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**Activities outside Zonta:**

Volunteering overseas with birth attendant training, Post Graduate studies (Masters).

**Nominated by:**

Carolyn Colquhoun – Immediate Past President, Zonta Club of Adelaide Flinders Inc.

**POSITION – AREA 3 DIRECTOR**

**CAROLE THEOBALD**



**Club:** Perth

**Member Years:** 11 years

**Classification:** 2111 Scientist

**Business/Profession:** Public Servant

**Title/Position:** Project Manager, Major Transport Projects,  
Department of Transport

**Zonta Positions:** *Club Level* - President, Director, PR Chair,  
Webmaster,

*District Level* – D23 Amelia Earhart Co-ordinator,  
Web page technician, Newsflash Editor

*International Level*-

**Activities outside Zonta:**

Former Newsletter Editor for Astronomy Group of WA, Canoeing, Reading.

**Nominated by:**

**POSITION – AREA 3 DIRECTOR**

**RUTH THOMAS**



**Club:** Swan Hills Inc.  
**Member Years:** 12 years  
**Classification:** 2323 Acute Care Nurse  
**Business/Profession:** Registered Nurse  
**Title/Position:** Clinical Nurse  
**Zonta Positions:** *Club Level* - President, Board Member,  
Vice President, Current President  
  
*District Level* -  
  
*International Level*-

**Activities outside Zonta:**

Grandbaby wrangler, Knitting Group - Relay for Life Team (Knitters for a Cure), Quilt Group, Bookkeeper for family business.

**Nominated by:**

Jo Wittorff – President, Zonta Club of Bunbury

**POSITION – AREA 4 DIRECTOR**

**JANE ADORNETTO**



**Club:** Geelong  
**Member Years:** 8 years  
**Classification:** 3399 Other Managing Supervisors  
**Business/Profession:** Property and Portfolio Development  
**Title/Position:** Office Manager  
**Zonta Positions:** *Club Level* - President, Vice President, President Elect,  
Director, Committee Chair, Secretary  
  
*District Level* - Newsflash Editor  
  
*International Level*-

**Activities outside Zonta:**

Golf, reading, photography, studying for BA in community development, travel.

**Nominated by:**

Christine Denmead – President, Zonta Club of Geelong

**POSITION – AREA 5 DIRECTOR**

**NOMINATIONS WILL BE CALLED FROM THE FLOOR**

**POSITION – NOMINATING COMMITTEE**

**ANN HORROCKS**



**Club:** Bendigo

**Member Years:** 23 years

**Classification:** Physical Sciences

**Business/Profession:** Industrial Chemist (Retired)

**Title/Position:**

**Zonta Positions:** *Club Level* - President, Committee Chairs, Treasurer,

*District Level* – Secretary, Bi-Laws Committee Member

*International Level*

**Activities outside Zonta:**

Family, travel and craft.

**Nominated by:**

Sunnie Watts – President, Zonta Club of Bendigo

**POSITION – NOMINATING COMMITTEE**

**JASMINE KOCH**



**Club:** Melbourne on Yarra

**Member Years:** 13 years

**Classification:** 2211

**Business/Profession:** Chartered Accountant

**Title/Position:** Accountant

**Zonta Positions:** *Club Level* - President, Vice President,  
Treasurer,  
Secretary, Director, Committee Chair

*District Level* – UN Chairman 2004-06,  
Treasurer 2006-10, Breast Cushion  
Co-ordinator, 2011 Conference Chairman

*International Level*- 2006 Convention  
Registration Chairman

**Activities outside Zonta:**

Zumba, travelling, movies, walking, Sudoku, theatre and socialising with friends.

**Nominated by:**

Dr Patricia Gray – President, Zonta Club of Melbourne on Yarra

**POSITION – NOMINATING COMMITTEE**

**JILL TAYLOR**

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**Club:** Hobart

**Member Years:** 12 years

**Classification:**

**Business/Profession:** Business Consultant

**Title/Position:**

**Zonta Positions:** *Club Level* – Secretary, Treasurer, Vice President, President,

*District Level* – Area Director

*International Level-*

**Activities outside Zonta:**

Bench Justice of Peace, Vice President JP Society, member Crime Stopper Tasmanian Board, volunteer Clarence City Council, mentor Anglicare.

**Nominated by:**

Carol Fuller – Area 5 Director, Zonta Club of Launceston Inc.

**POSITION – NOMINATING COMMITTEE**

**JO WITTORFF**

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**Club:** Bunbury

**Member Years:** 9 years

**Classification:** 1293 Education Managers

**Business/Profession:** School Principal

**Title/Position:** Primary School Principal (Retired)

**Zonta Positions:** *Club Level* – Website Manager, Committee Chair, Nominating Committee, Secretary 2004-06, Vice President 2006-08, President Elect 2008-10, President

*District Level* – Newsletter Editor 2006-08, Secretary 2008-10

*International Level*-People Protocols Committee, Melbourne Convention 2006

**Activities outside Zonta:**

Red Cross volunteer – Emergency Services, Chefs Long Table (Charity) Lunch Committee, and Bunbury Regional Entertainment Centre Club Volunteer

**Nominated by:**

Nan Martella – Secretary, Zonta Club of Bunbury

## **DISTRICT 23 GUIDELINES FOR DELEGATES, ALTERNATES AND PROXIES AT INTERNATIONAL CONVENTIONS AND DISTRICT CONFERENCES**

### **Club Delegate attending International Convention:**

It is expected all clubs be represented at Conventions by a delegate or proxy.

District Board recommends that the delegate's club should contribute the delegate's entire basic registration fee for International Convention; or for small clubs at least 50% of this fee. This registration fee should then be a regular line item in the Club budget. Clubs at their discretion may also support their delegate to attend the main convention dinner.

If that delegate's club carries a proxy or proxies for other clubs then the second (and third) club's contribution **should be paid directly to the delegate**, not the club, acknowledging that carrying a proxy does require extra work by the delegate on behalf of the extra club(s) represented.

District Board recommends that the contribution made by a club nominating a proxy to an International Convention should be an extra amount equivalent to not less than 20% of the basic registration fee.

It is expected that every delegate will present a report to their own club and to any club for which they have carried a proxy vote.

### **Club Delegate attending District Conference:**

It is expected that all clubs be represented at Conferences by a delegate or proxy.

District Board recommends that the delegate's club should contribute the delegate's entire basic registration fee for District Conference; or for small clubs at least 50% of this fee. This registration fee should then be a regular line item in the Club budget. Clubs at their discretion may also support their delegate to attend the main Conference Dinner.

If that delegate's club carries a proxy or proxies for other clubs then the second (and third) club's contribution **should be paid directly to the delegate**, not the club, acknowledging that carrying a proxy does require extra work by the delegate on behalf of the extra club(s) represented.

District Board recommends that the contribution made by a club nominating a proxy to District Conference should be an extra amount equivalent to not less than 20% of the basic registration fee.

It is expected that every delegate will present a report to their own club and to any club for which they have carried a proxy vote.

Cintra Amos  
D23 Lt Governor  
31 January 2011