



ADMINISTRATIVE INSTRUCTION

State Management Committee Meeting and AGM – Hervey Bay

Notice of Meeting

The VVAA Qld is to hold a State Management Committee Meeting and their AGM in Hervey Bay from 26th February to 28th February 2010. This meeting is to be hosted by the VVAA Hervey Bay Sub Branch.

Accommodation

Accommodation during the meeting will be the Comfort Inn, Fraser Gateway, 68 Main Street, Hervey Bay, and Phone (07) 4128 3666. Accommodation has been booked for State executive only: All others attending and requiring accommodation are to book their own. Bookings have been made for:

- a. John and Sheila Smith,
- b. David Fiechtner, Rod Ely, John Skubis,

Costs

Cost of accommodation is \$95.00 per Double/Twin room per night, \$85.00 per night single room and the triple room will be \$115.00 per night. Full Buffet Breakfast \$17.50 per head

Attendees

State Executive

John Smith OAM JP - State President
 Rod Ely- State Vice President
 David Fiechtner – State Vice President
 State Treasurer – John Skubis

Sub Branch Delegates

All Sub Branches are encouraged to have a delegate present. If a sub branch has any problems in getting a delegate there is entitled to appoint a proxy delegate from another Sub Branch to represent them. The Proxy delegate is only entitled to represent one Sub Branch and notification of this is to be in writing and forwarded to State Secretary prior to the meeting

Observers

Members of the Association are encouraged to attend the Meeting as observers however only those appointed as Sub Branch delegates are entitled to vote. Observers can only speak on issues or motions, as individuals, if they have prior permission of the chairman.

Weekend Program

Day/Date	Timings	Activity	Remarks
Fri 26 th February	1400 1730	VVAA QLD Executive Meeting Meet and Greet Dinner	Comfort Inn, Fraser Gateway, Club Lounge, Hervey Bay RSL Hervey Bay RSL
Sat 27 th February	7.30 – 8.30 0900 – 1100 1100 - 1115 1115 – 1200 1200 1800	Breakfast State Management Committee Meeting Break AGM Lunch Dinner	Comfort Inn Fraser Gateway The Lakes Room, Hervey Bay RSL Comfort Inn Fraser Gateway GYO Comfort inn, Fraser Coast
Sun 28 th February	TBA	Breakfast	Comfort Inn, Fraser Gateway

Transport: Own means

Inquiries: All inquiries to John Smith, OAM, JP, State President