



## ASF COUNCIL MEETING 2<sup>nd</sup> JANUARY 2010 Bankstown, NSW

Would all club contacts please ensure that this Agenda is passed onto their members and especially to the ASF club Delegates/Councillors and/or Representatives.  
The Executive, Commissioners and Committee Chairs will also receive this Agenda.

A **proxy form** is included (at page 5) if your club is to be represented by member from another club.

Please ensure that your representative has a copy of the minutes of the previous ASF Council meeting and a copy of the draft 2009 Annual Report (to be sent in mid December) with them as copies WILL NOT be available at this meeting.

### NOTE:

Any further items for inclusion in the agenda – Commission Reports and general business items - should be sent to the General Secretary ([rkershaw@ozemail.com.au](mailto:rkershaw@ozemail.com.au))

### Venue

The Council Meeting will be held at the Bankstown Grammar School  
**53 Georges Cres, Georges Hall**



### Registration of Delegates

Delegates must register prior to the commencement of the Council Meeting.

### Timetable

2 <sup>nd</sup> January 2010	9.00am	Registration of Delegates
	9.30 am	Meeting Commences

## ASF Council Meeting Agenda

1. Meeting Opens, 2<sup>nd</sup> January 2010.
2. Apologies, Declaration of Delegates and Proxies, Membership Review
3. Minutes of Previous Meeting.
4. Business Arising from Previous Minutes.
5. Annual Report of ASF Inc. to be presented by the ASF President, Stan Flavel
6. Treasurer's Report – Grace Matts.
7. Membership Secretary's Report – Jodie Rutledge.
  - a) Membership Applications.
    - (i) Cave Exploration Group of Western Australia (CEGWA)
8. Reports of State Speleological Councils:
9. Commissions and Committees – Discussion of business arising from reports previously received and circulated.
  - i) *Commissions:*
    - a) Administration;
    - b) Awards;
    - c) Bibliography;
    - d) Cave Diving;
    - e) Cave Numbering
    - f) Codes and Guidelines;
    - g) Conservation;
    - h) Helictite;
    - i) Insurance;
    - j) International Relations;
    - k) Leadership, Safety and Risk Management
    - l) Library;
    - m) Membership;
    - n) National Cave Rescue
    - o) Publications;
    - p) Survey and Mapping Standards;
  - ii) *Committees:*  
Server and Website;
  - iii) *Special Interest Groups (SIGs)*
    - (a) ASF Gregory Karst Research
    - (b) Diving

9. Motion to accept all reports tabled at the meeting

10. Acceptance of changes to the following Codes and by-laws:

- 10.1 Minimal Impact Conservation Code – Deb Hunter
- 10.2 Minimum Impact Code for Scientific Investigation in Caves and Karst  
- Nic White
- 10.3 Safety Code – Steve Bunton
- 10.4 By-law on Election of Executive Officers – Bob Kershaw

11. Constitutional Amendments (see page 4);

12. Vacant Commissions;

13. Budget 2010 and Membership Fees. The Treasurer foreshadowed at the last Council meeting that the student fee may increase by up \$10 in the next year. The Treasurer proposes that the student fee increase by \$7 per student for the next financial year.

14. General Business Items received by the General Secretary:

- 14.1 ASF Grants Scheme working party progress – John Dunkley
- 14.2 Timor update- Jodie Rutledge
- 14.3 2010 ASF Administration Handbook - Bob Kershaw
- 14.4 Minor alteration to the Cave and Karst Numbering Guide – Peter Dykes
- 14.5 Offline KID database update – Peter Dykes and/or Graham Pilkington

15. Other General Business as allowed by the Chair.

16. Elections to ASF Executive & vacant Commissions.

The Returning Officer/General Secretary is calling for nominations for the Position of 4 Executive members that will become vacant at the end of the 2010 Council meeting.

These executive members are, Chris Bradley (Vice- President), Grace Matts (Treasurer), Winfried Weiss (Vice- President), Joe Sydney (Vice- President).

*The executive positions, apart from President, are allocated by the Executive among themselves after the meeting as per section C of the Administration Handbook.*

Chris Bradley has indicated that he is not standing for re-election.

Joe Sydney and Grace Matts have indicated that they are willing to stand for re-election.

***Further nominations or Expressions of Interest for either the executive positions or Commissions should be made on the form at page 6 and sent to the General Secretary, in the first instance, by the 1<sup>st</sup> December, who will forward them to the Returning Officer.***

17. Next Meeting date and venue – ? 2011.

18. Meeting Closes

### Amendments to the Constitution

Clause 47 states “No person may continue to hold the same Executive position after six consecutive elections of Executive Officers”.

Motion to change clause 47 to read:

“An individual member who is elected to the Executive may hold the same Executive position indefinitely, but a member may only hold the position of President for no longer than three consecutive terms of two years.”

Moved: Bob Kershaw

Seconded: Grace Matts

### Discussion.

An executive member may develop an expertise in an area for which they are suited and wish to be involved to further the aims of the federation. So for as long as they are elected by the council, and the executive allocates that portfolio, then they should be allowed to work in that area. If necessary, in a worst case scenario, the officer may be reprimanded or dismissed under Clauses 94 or 97 of the ASF constitution.

This was mentioned at a Council meeting by Lloyd Robinson several years ago.

The amendment would not take affect until the constitution is approved by the registrar.



Address correspondence to the ASF General Secretary  
15-56 Duke St. Woonona NSW 2517  
(Or email a signed scanned image of this proxy to the General Secretary)

**AUSTRALIAN SPELEOLOGICAL FEDERATION Inc.**

**APPOINTMENT OF PROXIES FORM**

Name of Corporate Member: \_\_\_\_\_

Name(s) of Councillors: \_\_\_\_\_

Number of Councillors Proxy is to  
represent under these conditions: \_\_\_\_\_

We, the undersigned, hereby appoint \_\_\_\_\_

as our proxy to the council meeting held during the month(s) \_\_\_\_\_ of 2010  
under the following conditions:

**Please tick one box only.** (Should no box be ticked the first one will be considered ticked)

- The proxy is to abstain on all votes
- The proxy may exercise our vote(s) as they see fit
- The proxy is directed to vote on the following issues (use reverse side if more space is needed)  
On all other issues the proxy is directed to *abstain/ may exercise a free vote* (**cross out one of the alternatives. If this is not done the former direction will be assumed to apply.**)

**Signed by:**  
\_\_\_\_\_  
\_\_\_\_\_

**Witnessed by:**  
\_\_\_\_\_  
\_\_\_\_\_

Signatures of ASF Club Councillors

Date \_\_\_/\_\_\_/\_\_\_

***Return to the ASF General Secretary at least one month prior to the Council meeting.***



**Australian Speleological Federation Inc.**

**Nomination or Expression of Interest form for**

**Annual election 2010**

I am completing the form as an **Expression of Interest** for the election to the ASF executive

Full name of candidate:

Club:


I/We **nominate** the following member as a candidate for election to an executive position.

Full name of candidate:

Club:


<b>Name of nominator</b>	<b>Club</b>	<b>Signature/date</b>
1.		/ /
2.		/ /

**Agreement of candidate**

I agree to my Expression of Interest or nomination as a candidate and if elected will undertake the duties of the position.

Signature of candidate:

/ /
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This form must be returned to General Secretary by 1<sup>st</sup> December 2009  
by post or by scanned image for email transmission.