



PO Box 165  
Melrose Park DC, SA, 5039

## 2021 Nominations for the office of:

\_\_\_\_\_

(President, Vice-President, Secretary, Treasurer, Committee Member)

	Full Name	Signature	Date Signed
Proposer:			
Nominee:			

### Nominee's Details

Address	
Mobile Phone Number	
Email Address	

I \_\_\_\_\_ acknowledge that I understand the responsibilities and liabilities which I assume upon being elected to the SA Stage Dancing Society Inc's committee.

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

And if appropriate:

I \_\_\_\_\_ acknowledge that I understand the responsibilities and liabilities which I assume upon being elected to the Executive role of \_\_\_\_\_ of the SA Stage Dancing Society Inc.

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



PO Box 165  
Melrose Park DC, SA, 5039

## ***What does the SA Stage Dancing Society do?***

The SASDS organises dance eisteddfods for members or students of members to participate in.

### Membership of SASDS

Membership is open to teachers of dancers who may wish to enter SASDS Eisteddfods and individual students who do not belong to a school who enter the Eisteddfods. Officers and committee members are ex-officio members of the Society. Life membership is granted to individuals for outstanding service to the SASDS.

### Eligibility to be a member of SASDS

As per the Associations Incorporation Act 1985, individuals are ineligible to be members of the SASDS if they:

- Are insolvent under administration
- Have been convicted within or outside South Australia of a number of indictable offences (see section 30 for further information)

## ***Committee Information***

Becoming a member of the committee allows you to contribute to the dance community. The committee is responsible for running the affairs of the SA Stage Dancing Society (SASDS) in accordance with law so that the purposes of the Society are achieved. Committee members have legal duties and management responsibilities.

### The Commitment – Committee Members

Committee members of the SA Stage Dancing Society Inc are expected to uphold and comply with the spirit and the letter of the Constitution at all times.

Becoming a member of the committee means more than just attending monthly meetings. You will be expected to volunteer your time as often as possible during the Eisteddfod in roles such as stage manager, music, pencillor, chairperson, ticket box etc. You will be required to read the paperwork and to think carefully and critically about what is going on in the SASDS. You will need to examine new proposals to test whether they are in the best interests of the SASDS, how they will be funded, whether they fit with the Constitution etc. In some situations, you will need to identify that the committee should get advice,

such as legal or other expert advice. You will need to be willing to ask hard questions and sometimes to take unpopular views. You may even come into conflict with fellow members at times.

The committee also requires members to take on lead roles in one or more of the following aspects: programming, sponsorship, advertising, online entries, prizes, rosters etc. These roles are time consuming and must be shared by all committee members.

On the plus side, you will be contributing to the dance community and advancing a cause that you believe is important. You will be working with like-minded people and could gain valuable skills and experience. Consider whether you have the time and the commitment to undertake the responsibilities of a committee member.

In addition, if you nominate for an officer position (President, Vice-President, Secretary or Treasurer) you will take on critical roles and responsibilities which will require a time-commitment above that of a committee member.

### **Officer Roles and Responsibilities**

President	<ul style="list-style-type: none"> <li>• Chair all meetings of the SASDS</li> <li>• Take a leading role in discussions of the committee</li> <li>• Ensure all committee members have an opportunity to express their points of view</li> <li>• Ensure discussions lead to practical results</li> <li>• Available to volunteer time throughout the Eisteddfod is assumed</li> </ul>
Vice President	<ul style="list-style-type: none"> <li>• Chair all meetings of the SASDS in the absence of the President</li> <li>• Available to volunteer time throughout the Eisteddfod is assumed</li> </ul>
Secretary	<ul style="list-style-type: none"> <li>• Call meetings of the committee and prepare (in consultation with the President) the agenda for all meetings</li> <li>• Record accurate minutes of all meetings</li> <li>• Conduct correspondence on behalf of the Committee.</li> <li>• Maintain a checklist of suggested amendments to the Constitution</li> <li>• Editing, preparation and distribution of publications</li> <li>• Maintenance of mailing list via Mailchimp</li> <li>• One of the office bearers (currently the Secretary) must be registered as the Public Officer for the SASDS with Consumer and Business Services</li> <li>• Available to volunteer time throughout the Eisteddfod is assumed</li> </ul>

Treasurer	<ul style="list-style-type: none"> <li>• Pay into the account of the Society all monies and cheques received on behalf of the SASDS</li> <li>• Keep proper records of all monies received and expended by or on behalf of the Society.</li> <li>• Provide periodical Treasurer's reports to meetings.</li> <li>• Send out accounts for moneys due to the SASDS</li> <li>• Prepare and submit to the AGM a duly audited annual statement of accounts and balance sheet of the Society up to and including the 31<sup>st</sup> day of December each year.</li> <li>• Maintain a register of members of the SASDS</li> <li>• Look after the money and insurance matters of the SASDS and act as a signatory to bank accounts of the SASDS</li> <li>• Available to volunteer time throughout the Eisteddfod is assumed</li> </ul>
-----------	---

Attend monthly meetings of the SASDS, currently at The Rex Hotel, Marleston. These meetings are held on the second Tuesday night of each month. Once the new committee has been set, the day/time of these meetings can be renegotiated.

As per the Constitution, the quorum (the minimum number of members to make the meeting valid) is one third of committee members. If less people than this is in attendance an informal meeting can be held but no decisions can be made until the next meeting.