

WANTED...

Willing Helpers for HASSRA Leeds

HASSRA Leeds is run by volunteers like you. If you want to be involved as a member of the Board of Management, or help organise events, clubs, activities, or communications, now's your chance! Our Annual General Meeting will be held on **Tuesday 20th February at 12:30 in the Woodpecker Bar when we'll be voting on roles and responsibilities in the club for 2018.**

If you are interested, complete the relevant nomination form, have it nominated and seconded by HASSRA Leeds members. E-mail the completed nomination form with a brief pen portrait of yourself to Simon Jarrold SIMON.JARROLD@DWP.GSI.UK or by post to: Room 3S25, Quarry House, Quarry Hill, Leeds LS2 7UA **by 9th February at the latest.** All nominations received will be used in the election process at the AGM.

Roles in HASSRA Leeds

Trips & Events

Fancy having a go at organising a couple of trips in the next 12 months? By joining the Events Committee you will:

1. Meet once a month to discuss a programme of activities and agree subsidies within guidelines issued by the HASSRA Leeds Board of Management.
2. Help organise a couple of trips or events for our members, involving:
 - Liaising with travel companies for prices/itinerary/adverts
 - Being the contact point for cheques, issuing receipts, checking membership details and booking places

Communications Committee

This group is responsible for general communication issues – in particular they have responsibility for the HASSRA Leeds Newsletter and the HASSRA Leeds Website.

Finance & Clubs Development Committee

Want to have a say in how HASSRA funds are distributed to our sports & leisure clubs? Would you like to help members set up new clubs? This committee:

- decides on funding applications which are submitted during the year by our clubs;
- encourages new ideas from clubs & members and the setting up of new clubs; and
- provides advice to club officials regarding record keeping (accounts etc) and monitors such records throughout the year.

Leisure Centre Contract Management Group

Do you use the Forum regularly and have in interest in maintaining/improving the service provided? If so, this is the group for you!

Board of Management

The BOM provides the guidelines under which the various committees work allowing the committees to manage the club with the BOM setting the overall strategic direction. The BOM is responsible for:

- promoting and encouraging the development of the Club and its activities;
- developing existing clubs;
- supporting and encouraging new clubs in line with members wishes;
- ensuring the business of the Club is conducted efficiently, effectively, economically and in line with HASSRA guidance/best practice;
- creating a positive environment for members to enjoy activities in line with the objectives; and
- ensuring the provision of a high standard of customer service to all members.

Motions to the AGM

Motions from members must be submitted in advance and in writing, together with accompanying notes to fully explain the reasoning behind the motion, by 9th February at the latest.

Please send either by email to Simon Jarrold SIMON.JARROLD@DWP.GSI.UK or by post to: Room 3S25, Quarry House, Quarry Hill, Leeds LS2 7UA.

All HASSRA Leeds Members (full, retired or associate) can attend and participate at the AGM.

Apologies

Anyone wishing to formally record apology for non-attendance should do so via returning the attached slip

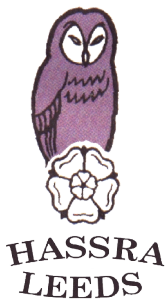
To: Simon Jarrold Room 3S25, Quarry House

I would like to tender apologies that I will be unable to attend the AGM on Wednesday 20th February 2018

Name.....

Room Number/Location or home address.....

Single Activity Club (if appropriate).....



Nomination for HASSRA Leeds Sub Committees

Name.....

Room/Location.....

Phone Number.....

Signature of Nominee_____

We confirm we are HASSRA Leeds members & wish to nominate the above person to serve on the committee in the position indicated below (* please delete as appropriate):

1. Trips & Events

*Chair (please note that the Chair will also serve on the Board of Management)

*Ordinary member

2. Finance & Development of Clubs

*Chair (please note that the Chair will also serve on the Board of Management)

*Ordinary member

3. Communication

*Chair (please note that the Chair will also serve on the Board of Management)

*Ordinary member

4. Leisure Centre Contract Group

*Chair (please note that the Chair will also serve on the Board of Management)

*Ordinary member

Nominated by:

1. Name.....

Room/Location.....

Phone Number.....

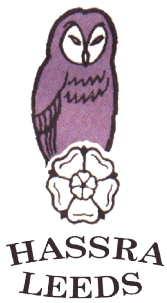
Signature_____

2. Name.....

Room/Location.....

Phone Number.....

Signature_____



Nomination for the HASSRA Leeds Board of Management

Name.....

Room/Location.....

Phone Number.....

Signature of Nominee.....

We confirm that we are HASSRA Leeds members & wish to nominate the above person to serve on the **BOM** in the following position (*please delete as appropriate):

***Chair**

***Secretary**

***Treasurer**

***Ordinary Board Member**

Nominated by:

1. Name.....

Room/Location.....

Phone Number.....

Signature.....

2. Name.....

Room/Location.....

Phone Number.....

Signature.....