

## Secretary

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**From:** RSL VIC Admin Services <adminservices@rslvic.com.au>  
**Sent:** Thursday, 19 May 2022 01:21 PM  
**To:** Undisclosed recipients:  
**Subject:** 107th RSL Victoria - Annual Conference Notice  
**Attachments:** 107th Annual State Conference Agenda.pdf

**Importance:** High



The banner features a dark blue background with white and yellow text. The text reads '2022 ANNUAL CONFERENCE' in white, 'RSL VICTORIA' in yellow, and '19 MAY 2022' in white. There are white horizontal lines above and below the main text, and a small red 'x' icon in the top right corner of the banner area.

# 2022 ANNUAL CONFERENCE RSL VICTORIA

19 MAY 2022

Dear Wangaratta RSL Sub-Branch President and Secretary,

The State President of the Returned & Services League (Victorian Branch), Dr Robert Webster OAM, formally convenes the 107<sup>th</sup> Annual Conference, commencing at 9.30am on Saturday 16 July, 2022. The Annual Conference is also the Annual General Meeting of RSL Victoria Inc.

I am happy to confirm that this year (subject to any changes), the 2022 Annual Conference will be held face-to-face in Melbourne. There will be an online option for delegates to participate remotely, if unable to attend in-person.

Attached you will find the 2022 Annual Conference Agenda, and you can also find the 2021 RSL Victoria Audited Financial Statements and Draft Minutes of the 106th State Annual Conference in [THIS Dropbox folder](#). The Audited Financial Statements include:

- *RSL Victoria Inc.*
- *RSL Victoria General Appeals Patriotic Fund*
- *RSL Victoria Welfare Trust Fund*
- *RSL Victoria Statewide Building Patriotic Fund*
- *RSL Victoria House Building Fund*

The Annual Report is nearing completion and will be sent separately via email to all Sub-Branched at a later date, prior to the Annual Conference.

# Important Information

## Nomination of Delegates

The Sub-Branch may nominate any Service of Life member of the Sub-Branch to represent their members at the Annual Conference as the Sub-Branch Delegate [Rule 8.4(a)].

Where no Life or Service members of the Sub-Branch is available to act as a Delegate, an Affiliate member who is either a member of the Sub-Branch Committee or the holder of a Sub-Branch appointment may be appointed the Sub-Branch delegate [Rule 8.4 (b)(2)].

The Sub-Branch must formally advise the Chief Executive Officer of the Branch prior to the Annual Conference if an Affiliate member is to act as a Delegate. This can be noted in the Online Registration Form (details below).

It is important to note that a Sub-Branch Delegate who is an Affiliate member is not permitted to speak or vote on any matter relating to the alteration or amendment of the Rules [Rule 8.4(B)].

## Number of Delegates

A Sub-Branch is entitled to appoint one or more Delegates in accordance with the following table [Rule 8.4 (c)].

<b>Number of Life Members, Service Members &amp; Affiliates</b>	<b>Number of Delegates that can be appointed</b>
1 - 80	1
81 - 200	2
201 - 400	3
401 and above (maximum)	4

The number of Delegates will be **based on the list of financial Sub-Branch Life, Service and Affiliate members held by the Victorian State Branch as of 30 April 2022.**

## Directing Delegates

Sub-Branches are reminded that they must hold a General Meeting to direct their delegates in how to vote on motions and remits. This is important as delegates who attend the Annual Conference are doing so on behalf of their Sub-Branch members and must vote in accordance with their wishes. The General Meeting can be held at any time between now and before the Annual Conference.

## Registration Details

With this year's State Annual Conference having both in-person and online options, we would ask that Sub-Branches make all efforts to complete the Online Registration Form (see below) with their Delegate(s) details as soon as they can.

Early registration will help to allow sufficient time to 'set up' Delegates and provide specific information and guidance for both attendance options, (eg: training sessions for those attending online; confirming in-person numbers for venue requirements etc...).

**All delegates must be registered with the Chief Executive Officer no later than Saturday 2 July, however early registration is appreciated.**

### Important details your Sub-Branch: Wangaratta

- Your membership for 2022 (Life Members, Service Members and Affiliates) is: **976**
- Number of your entitled Delegates under Rule 8.4(c): **4**

**Please click on the button link below to access the Online Registration Form and submit your delegate(s) details as soon as you are able.**

Please ensure all details are entered correctly and note that email addresses and mobile numbers submitted will be used for the Delegate(s) for purposes of attending the conference.

If you have any queries or would like to discuss aspects of your registration, please contact the team at [adminservices@rslvic.com.au](mailto:adminservices@rslvic.com.au)

[Online Registration Form - 2022 RSL Victoria State Conference](#)

## Logistics

### In-person details

- **Location:** Caulfield Racecourse: Station St, Caulfield East 3145 (Promenade Room, Level 2)
- **Car/Parking:** Complimentary parking is provided at the Maple Car Park and can be accessed by arriving at Gate 2 (Station Street)
- **Public transport:** Caulfield Train Station is a 5-minute walk from the racecourse
- **Refreshments:** A complimentary sandwich lunch will be provided to all registered

delegates in attendance

*Further and more specific details will be distributed to registered delegates closer to the Annual Conference.*

## Online Meeting Platform

For delegates who are unable to attend the conference in-person, we will be using the video and audio-conferencing platform – Microsoft Teams. *Please note - you do not need to have a paid Microsoft Teams account to attend the meeting or to download this application.*

For delegates who will be attending online, we encourage you to download the application early so you can familiarise yourself with the platform. Meeting details and link will be provided prior to the Annual Conference, with guidance on how to join and participate in the meeting.

## Online Voting Platform

As delegates will be participating both in-person and online, we will be using a specific online voting platform, to ensure reliable, transparent and live voting information on the day. The voting platform, will be accessible through a normal web browser (eg: Chrome, Firefox etc...) and is mobile friendly.

- For those attending in-person, a mobile device (smartphone/tablet) will be required to cast your vote on the day.
- For those participating online, while you might be using your computer for the Teams Meeting, a separate mobile device (smartphone/tablet) would be beneficial for the voting component. *(please ensure you have access to a computer/laptop, smartphone and stable internet connection).*

As per previous years, only one (1) registered Delegate per Sub-Branch will be required to log in to the voting platform to cast the required vote on behalf of their members. Each vote will be weighted, ie: if the Sub-Branch has four (4) entitled Delegates, the vote cast will register as four (4) votes in the system. Having only one Delegate authorised to vote on behalf of their members will help minimise accidental differences in voting within one Sub-Branch.

Please indicate on the online registration form which delegate you wish to nominate to be your Sub-Branch's Designated Voting Delegate for this year's Annual Conference.

## Further Information

We will be running a 'training session' prior to the Annual State Conference, to help Delegates familiarise themselves with the platforms, and so we can address any queries.

We will provide general updates in the Sub-Branch eNews (*News from RSL Victoria*) and all individual communications or time sensitive information, specifically regarding the Annual Conference will be sent separately.

If you have any queries, please contact the team at [adminservices@rslvic.com.au](mailto:adminservices@rslvic.com.au).

## Victorian Branch Elections

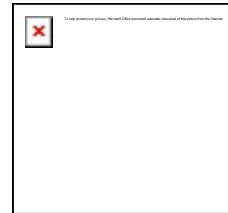
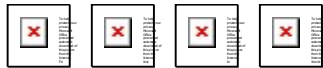
The Independent Returning Officer has conducted eligibility verification on all candidates nominated for this year's Victorian Branch Elections. The Independent Returning Officer in his report has noted that no positions were contested in this year's ballot.

Therefore, consistent with those provisions in State Branch Rule 10.3 (b), all nominated candidates will be duly elected, with their respective terms commencing immediately at the conclusion of the 2022 State Annual Conference, Saturday 16 July 2022.



**Brian Cairns**  
Chief Executive Officer

### FOLLOW US



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## RSL VETERANS' EMPLOYMENT PROGRAM

 1300MILVET (1300 645 838)  [veterancentral@rslvic.com.au](mailto:veterancentral@rslvic.com.au)

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