

President: Mrs Sue Green (Reading SC)

From: R F Penfold, Hon Secretary
30 Venetia Close, Emmer Green
Reading, RG4 8UG
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27 June 2011

Dear Sir/Madam

**ANNUAL COUNCIL MEETING – 14 JULY 2011
ELECTIONS OF OFFICERS, OFFICE HOLDERS AND EXECUTIVE COMMITTEE**

The Annual Council Meeting of the Association will be held at the Windsor Leisure Centre on **Thursday 14 July 2011** at 8pm. The agenda should be despatched on or by 30 June

The officers, office holders and members of the Executive Committee for the year commencing 1 September 2011 will be elected at the Council Meeting. Nomination papers are attached, and are available on the website (www.bsbasa.org). Completed nomination forms ought to reach me by 30 June. However, as the despatch of this notice is very late, I shall ask the Council to agree that nominations submitted by **7 July 2011** may be accepted.

The elected Officers of the Association are the Hon Secretary and the Hon Treasurer. The office holders are Assistant Hon Secretary, the Hon Secretaries of the Diving, Masters' Swimming, Swimming and Synchronised Swimming Committees, Championships Assistant Hon Secretary, Hon Synchronised Swimming Competitions Secretary, Public Relations Officer, Swimming Officials' Organiser, Trophies Hon Secretary and Water Polo Manager. In addition, there are up to 12 members [without portfolio] of the Executive Committee.

All persons nominated, their proposers and their seconders shall be members of the **Council**, ie the President, a past president, an existing officer or office holder, or a delegate of a club.

Yours faithfully

Hon Secretary

To: All Members of the Executive Committee
Hon Secretaries of all assigned clubs