

President Duties:

1. Chair all Executive Council and General Meetings.
2. Negotiate and allocate Councillors responsibilities.
3. Provide leadership and accept responsibility for the Association.
4. Promote the benefits of belonging to NSWVGA.
5. Represent the Association at all AVGA Meetings.

Vice President Duties:

1. The Vice President shall assist the President and take on the duties of the President when the President is not available.

Treasurer Duties:

1. The treasurer shall receive and disperse the monies of the Association as authorized by Resolution of a General Meeting or of the Executive Council.
2. Keep accurate records of all financial matters relating to the Association and provide copies to the Association at each meeting.
3. Deposit all monies received to the credit of the Association Bank Accounts.
4. Provide a copy of the audited accounts report to the Association prior to the Annual General Meeting.

Secretary Duties:

1. Keep a faithful record of all business transacted at Meetings, or on behalf of the Association
2. Send copy of the Executive Meetings to all Group Secretaries and Councillors
3. Keep a register of all Councillors details .

Councillor Duties:

1. Participate in two face to face meetings per year in Sydney. Participate in four internet video-based meetings per year which includes two face to face meetings a year.
2. Promote Veteran Golf across NSW and all NSWVGA key messages at tournaments.
3. Where possible attend Vets Open Days in your local area.
4. Be active within your home group in promoting how affiliation with NSWVGA benefits veteran golfers. Also inquire on how NSWVGA can assist you in obtaining new members this may be via email, phone or face to face.
5. Assist Tournament Directors with following Policy 2 when attending as NSWVGA representative at Weeks of Golf. This may include the result of a bulk inquiry of members that are attending the Week of Golf, this information is to be provided to the Tournament Director.