

## Coronavirus (COVID-19): Annual General Meetings and Governance Issues

Swimming NSW understand the major disruptions that the current COVID-19 situation is causing for all our clubs and members. As such we want to be able to provide as much support and information as possible to assist clubs with any corporate governance issues.

### Annual General Meetings:

- Due to the current social-distancing measures, as well as the closure of many potential venues, this may cause significant impact on the format and facilitation of upcoming Annual General Meetings for our affiliated clubs.
- If your constitution allows the use of electronic or online formats to conduct meetings, we encourage you to do so. A guide to hosting an online Skype meeting can be found [here](#).
- Clubs can apply for an extension of time if they cannot hold their annual general meeting within 6 months of the end of their financial year (which for many clubs would be March 31<sup>st</sup> if their financial year ends on September 30<sup>th</sup>). Applications can be made via NSW Fair Trading - [Application for extension of time for holding annual general meeting or lodging an annual summary of financial affairs \(form A11\)](#). During this current COVID-19 affected period. Fair Trading have advised that they will waive the application fee.

For more information on running on AGMs and NSW Fair Trading obligations go to:

<https://www.fairtrading.nsw.gov.au/associations-and-co-operatives/associations/running-an-association/meetings>

Please note this information was compiled as of 10am on 26/03/2020. We will endeavour to pass on any relevant changes to NSW Fair Trading rules and regulations (in response to the COVID-19 situation) in a timely manner.