



Barbados Tennis Association Inc.  
C/o Barbados Olympic Association Inc.  
Olympic Centre, Garfield Sobers Sports Complex  
Wilkey, St Michael, BARBADOS BB 15094  
(246) 427 5300  
E-mail: [tennisbarbados@caribsurf.com](mailto:tennisbarbados@caribsurf.com)  
Website ; [www.tennisbarbados.org](http://www.tennisbarbados.org)

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## NOTICE OF MEETING

NOTICE is hereby given that the Annual General Meeting of Barbados Tennis Association Inc. will be held at the office of the Barbados Olympic Association Inc, Olympic Centre, Garfield Sobers Sports Complex, Wilkey, St Michael, on **MONDAY, DECEMBER 8, 2025 AT 6.00 PM** to transact the following business:

## AGENDA

1. Call to Order.
2. Confirmation of Minutes of the Annual General Meeting held on November 25, 2024.
3. Matters Arising.
4. President's Address and Report of Council for year ended December 31, 2024.
5. Financial Report for year ended December 31, 2024.
6. Reappointment of incumbent Auditor.
7. Election of Officers & Directors:
  - a. Vice President
  - b. Treasurer
  - c. Assistant Secretary
  - d. Three other Officers\Directors.
8. Any other business.

By Order of the Board of Directors

Marie-Jeanne Symmonds  
Secretary  
November 16, 2025

**Please see notes on the following page.**



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### NOTES TO THE 2025 AGENDA:

- (1) **Item 2:** The attachments referred to in to the prior year's minutes are available upon request.
- (2) **Item 4:** The Report of Council for year ended December 31, 2024 will be circulated prior to the meeting.
- (3) **Item 5:** Audited Financial Statements for the year ended December 31, 2024 will be available at [www.tennisbarbados.org](http://www.tennisbarbados.org). Members will be notified when these have been uploaded.
- (4) **Item 7:** Details of nominations received are set out in Appendix 1 to this Notice.
- (5) **Ordinary Members** – members must be in good standing to be entitled to vote. All members who have paid the 2025 dues will have received an electronic receipt from the BTA (emailed from [btaadministrator@tennisbarbados.com](mailto:btaadministrator@tennisbarbados.com)).
- (6) **Club Members:** Each Club Member shall be represented at the Meeting by an Authorised Representative. Written authorization signed by an officer of the Club shall be submitted to the Secretary or to [tennisbarbados@caribsurf.com](mailto:tennisbarbados@caribsurf.com), naming the individual authorised to represent it at the Meeting.
- (7) **Proxies:** A proxy form has been circulated with the Notice of the meeting. **Completed proxy forms must be returned by 6 p.m. on Friday December 5, 2025, via email.** The signed, scanned proxy document must be sent to the Secretary at [tennisbarbados@caribsurf.com](mailto:tennisbarbados@caribsurf.com).
- (8) **Registration:** Registration for the 2025 AGM will commence at 5.30 pm. Members are encouraged to be on time.
- (9) **Refreshments:** Light refreshments will be served after the AGM.