



Agenda for the 13th Annual General Meeting

Sunday 22nd April 2018 at 2.15pm

Longmore Hall, Keith

1. Opening of the meeting: Welcome and Apologies
2. Appointment of a Chairperson and Secretary for the meeting
3. Establish the Electoral Register for the meeting
4. Appointment of 2 Minute Adjusters (to check Minutes with Chairperson) and Tellers
5. Has the AGM been convened in accordance with the Constitution?
6. Establish the Agenda
7. Approval of Minutes of previous AGM 2017/Matters Arising
8. Review Committee's Reports:
 - Annual Report – including Operational Plan for 2018-19
 - Finance Report (January 2017 – December 2017)
 - Budget for current financial year
9. Auditor's Report
10. Adopt balance sheet/Income & Expenditure Accounts
 - Approve statements concerning the Association's profit or loss as per the balance sheet
11. Decision on annual membership fee
12. Decision on whether to adopt the changes to the constitution
13. Discussion and vote on motions put forward
14. Decision on the remuneration of the Treasurer and Auditor
15. Election of members of the Committee:
 - Election of Chairperson for term of 1 year
 - Election of full Committee Members (term of one or two years)
 - Election of Substitute Committee Members for term of 1 year
 - Election of members of the Election Committee for a term of 1 year, one of whom shall be elected Convenor
16. Election of Auditor and Deputy Auditor
17. A.O.C.B.

18. Closing of Annual General Meeting

Raffle Draw