



AGM PROGRAMME

SATURDAY 06TH JUNE 2020 16:30 – 17:15

Venue: St. Luke's in The Avenue, Kew, Richmond, Surrey TW9 2AJ

Time: 16:30pm -17:15pm

Schedule:

- Welcome address by the Chair
- Confirm and approve minutes of the AGM held on 08th June 2019
- Receive and adopt annual report and audited financial statement for the year ending 31.12.2019 which includes:
 - Financial Overview
 - Education Overview
 - PR Overview
 - International Overview
- Consider and approve appointment of directors for the year 2020-2021
- Discuss any other matter with the permission of the chair.
- Thanks and closure of formal business.

Please note:

- Motions from non-elected Council members for discussion at the Annual General Meeting must be received 30 days prior to the meeting (deadline 07th May 2020).
- If there is no quorum by 16:45 the meeting shall be adjourned for another 30 minutes. Following that, the meeting will be held and conducted irrespective of whether there is a quorum or not.
- Proxies may only validly be appointed by a notice in writing (a "proxy notice") which must state the name and membership number of the member appointing the proxy; identifies the person appointed to be that member's proxy and the general meeting in relation to which that person is appointed; is signed by or on behalf of the member appointing the proxy, or is authenticated in such manner as the directors may determine; and is delivered to the charity in accordance with the articles and any instructions contained in the notice of the general meeting to which they relate.

1 CPD point is awarded for attendance. CPD certificates will be emailed to participants after the event. Please note this event is free of charge to IFA members but you must confirm attendance in advance to enable us to accommodate numbers.