

NOTICE OF OUR AGM

and

Timetable for the Annual General Meeting (AGM) of Exmouth and District u3a by Zoom on 13th May 2021 at 10:00 for 10:30

- Formal notice of the AGM - via this Bulletin
- Committee Nomination form to be sent out to members – to accompany this Bulletin
- Closing date for nominations for the committee – 13 April.
- Closing date for any motions for consideration at the AGM (email/post to Secretary) – 13 April
- Agenda, details of nominations, Voting Form & accounts for 2020/21 – to be sent out by 13 April
- Closing date for voting by email or post – votes must be received by 11 May
- AGM by Zoom - 13 May

Nominations for the Committee

All members of the committee have to seek re-election at the AGM. The committee can comprise up to 12 members with a minimum of 5.

If you are interested in standing, please complete the nomination form sent out with this Bulletin, stating if you are applying for the role of Chair, Secretary, Treasurer or Committee member. Email or post Nominations to the Secretary. All nominations must be received by 13 April.

Information about Committee roles

The Role Descriptions of Committee Members can be found on our website, listed under Admin.

<https://u3asites.org.uk/exmouth/home>

If you require further information about the committee or wish to discuss any specific positions please contact the Chair or Secretary.

chairperson@exmouthu3a.org.uk
secretary@exmouthu3a.org.uk

Voting arrangements

In view of the special circumstances and in accordance with earlier advice received from the Third Age Trust (TAT) and Charity Commissioners, it has again been agreed that voting by email and post will be accepted. The voting forms, to be sent out by 13 April, will need to be returned to arrive with the Secretary by 11 May at the very latest.. Those

present at the meeting (who have not voted before) will be entitled to vote on the day using the 'Zoom' Polling facility, again as last year.

Membership

Only paid up members will be able to stand for committee, propose or second nominations, and be entitled to vote. If you have not renewed your membership for this year please contact Olwen Smith, Membership secretary, before the end of March.

membership@exmouthu3a.org.uk

Quorum

It is a requirement that 20% of the membership should be present at the AGM or have voted beforehand. Therefore your support is essential to ensure this runs smoothly on the 13 May.

If the quorum is not reached then the AGM will have to be deferred for one month, when no quorum is required.

Details of the AGM including the nomination forms will be posted on the website and Facebook group and included in the newsletters and/or Bulletins.

Minutes of last year's AGM

These are on our Facebook Group, <https://www.facebook.com/groups/exmouthU3A> (see Topics AGM 13may21) To see other AGM documents, go to our website under Admin > Links > Annual General Meetings:

<https://u3asites.org.uk/exmouth/home>

<https://u3asites.org.uk/files/e/exmouth/docs/agm2020minutes13aug20signed.pdf>

Zoom

If you haven't already installed Zoom, there are useful guides on the internet, including our own Guide at:

https://drive.google.com/file/d/1SM0iIF11ggeH5rnXG_w-DZKoHEImxt9P/view

Or a guide from Ilkley u3a:

[https://ilkleyu3a.org/resources/Documents/MCoT/Membership documents/Advisory/Help for Zoom.pdf](https://ilkleyu3a.org/resources/Documents/MCoT/Membership%20documents/Advisory/Help%20for%20Zoom.pdf)

We hope that you found this Bulletin useful and will take an active part in our AGM, even if it's just turning up on Zoom on 13 May to ensure that we meet the Quorum requirement.

Our AGM will be followed by a presentation by Ian Bateman FRPS MPAGB AV-AFIAP APAGB '**An Audio Visual Extravaganza**'. Ian has a number of his superb audio visuals to show us with excellent photographs and many interesting stories.

Ian McLauchlin, Secretary

secretary@exmouthu3a.org.uk

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