

**Minutes of extra Meeting held to discuss AGM**

**Wednesday 14 July 2021 7pm**

**Present: Ray Hedgeman (Chair)**

 **Victoria Bell (Treasurer)**

 **Bobby Blair (Secretary)**

 **Stuart Puttock**

 **Sian Blair**

 **Aaron Alexander**

 **Stephen Benham**

 **Paul Breading**

**AGM**

SBL handed out papers detailing how to run an effective AGM. VB advised the committee that as this was our first AGM we would need to be voted back onto the committee. The first step is to write to all the Supporters Club members and ask if they have any nominations. There needs to be a 4-week deadline for them to respond. There needs to be 4 months’ notice of the AGM, so we are looking at November. Once any nominations come in, we then need to send out voting papers and invites to all members. If no nominations are received, there does not need to be a vote.

Any nominations must be supported by 2 members of the existing committee. Also, nominees need to write a paragraph about that they feel they could bring to the role. Nominees must be members of the supporter’s club. SBL asked about previous members that had not yet renewed? BB also asked what about new members that may join once the season starts on 21 August. The committee agreed that anyone who renewed or joined 6 weeks before the agreed AGM date would be eligible to vote.

The following reports are required, Chair’s report, Treasurer’s report. It would also be a good idea to have a membership secretary’s report and a report from BB on In With A Shot.

On the evening the agenda set out in the example provided by SBL is fine. We need to find out what dates are available in November and whether Clarks would open the bar. SP advised we would need to have an idea of how many people would be attending to make it worthwhile for Clarks to open the bar. RSVP to be sent with invite.

SBL suggested an auction or raffle could be held on the night to raise funds. If not many people attending, we could provide refreshments.

BB suggested a working party headed by RH to action the agenda and suggested that SBL be involved as she has membership details and maybe PB to help with the IT and mailshot. This was agreed.

Actions: -

1. BB to get potential dates from Bob Green for November. SP to talk to Henry Port to see if he would help on the night with IT etc.
2. SP to put out on social media that we are planning our AGM for November this year which has been delayed due to Covid-19. Advise need to be a member to attend.
3. Once date agreed via WhatsApp group RH and working party to start the process.

Date of next full committee meeting Wednesday 4 August 2021 at 7pm.