



EDINBURGH ATHLETIC CLUB (SCIO)



NOTICE OF AGM

Date: Monday 20th November 2023.

Venue: Virtual meeting via 'ZOOM'.

**Log in details will be provided to those registered to attend.
Full papers will be emailed following registration.**

Time: 7.30pm.

WHO CAN ATTEND?

- Any current member of Edinburgh Athletic Club.
- Any nominated Parent/guardian of a current member of Edinburgh Athletic Club under 16 years.

WHO CAN VOTE?

- Fully paid-up members 16 years of age and over are entitled to vote or nominate a proxy.
- Junior members aged under 16 years are entitled to nominate one parent or guardian who is allocated a single proxy vote.
- Associate Members are entitled to vote or submit a proxy vote.
- Honorary Life Members are entitled to vote or submit a proxy vote.

REQUIREMENTS:

The Quorum - There must be a minimum of 5% of the total eligible voting members or 20 eligible voting members (whichever is the lesser) and must be present in person at the meeting.

PRE-REGISTRATION & PROXY FORMS

To maintain the integrity of those attending and voting at the meeting, pre-registration and proxy forms will be required. These should be submitted no later than **midnight on Friday 17th November 2023**. Late registrations will not be accepted.

Access to Registration form >>> [AGM Registration & Proxy Form](#)

Important note:- Where there is more than one qualified member in a household each member will need to register individually and log into the meeting on a separate device. If access to separate devices is an issue, then consideration should be given to nominating one of qualified members of the household to act as the proxy for the others. In which case a separate proxy form will be required for each nomination.

PURPOSE:

- 1) Apologies and meeting protocol
- 2) Receive and consider the President's report.
- 3) The approval of the minutes of the 2022 AGM
- 4) Receive and consider the Sub-Group Reports
- 5) Receive and consider the Annual Financial Statement and Independent Examiners report.
- 6) Review the categories of membership and the respective annual subscriptions.

The Board of Trustees and Management Committee recommendation is to maintain the current level of annual subscription fees: -

- *Full Access Membership - £80*
- *Reduced Access Membership £60*
- *Concessionary Membership £40*
- *Cadet Membership £10 per month (Currently in Abeyance)*
- *Family Membership Fee to be agreed with Membership Secretary*
- *Associate Membership £0*
- *Honorary Life Membership £0*
- *Friend of EAC Membership Donation*

- 7) Elect /re-elect Board of Trustees, as referred to in clauses 75 – 78.
- 8) Elect / re-elect those members of Management Committee who are not Board of Trustees members.
 - Noted vacancies to be considered – see Note A
- 9) Consider any competent proposals, which must have been lodged in writing with Board of Trustees before the meeting.
- 10) Review the payment of Honoraria recommended by the Board of Trustees and seek a vote of approval if thought appropriate.
- 11) Review and consider Honorary Life Memberships nominated by the Board of Trustees and seek a vote of approval if thought necessary: -

Nominations:-

- *There are no nominations this year. The Board of Trustees have agreed to convene a members HLM sub-group to formulate and agree a clear set of policies and procedures for the nomination and approval of Honorary Life Members in the future.*

- 12) Consider at the Chairperson's discretion any other competent business.

NOTE A:

ELECTION OF OFFICE BEARERS:

Nominations for election to the Management Committee must be by members at the Annual General Meeting and only with the agreement of the nominee.

All members of the Executive Committee have put themselves forward for re-election, however, the club is looking to welcome onboard enthusiastic new members to both our Executive Management Committee or Board of Trustees. If anyone would like to come on board in any capacity and would like to discuss this before putting their name forward please contact:

Yvonne Jones, Club President yvonne.jones@edinburghac.org.uk

Current Vacancies are:

- Club Secretary.
- Membership Secretary
- Additional volunteers to assist with running of the club or member of a Sub-Group (listed below)

Anyone wishing to put their name forward for ANY of the positions below must do so in writing to the Admin Secretary secretary@edinburghac.org.uk 7 days in advance of AGM date in accordance with the constitution:

CURRENT TRUSTEES, MANAGEMENT, SUBGROUPS AND SUPPORTING ROLES:

Trustees:

Bill Walker
Alex MacEwen
Yvonne Jones
Moirra Maguire
Brian Nisbet
Bruce Anderson

Management Committee:

Honorary President:	Moirra Maguire
President:	Yvonne Jones
Vice-President:	Vacant
Head of Finance:	Bruce Anderson
Treasurer:	John Glen

Subgroups:

Finance:
Endurance:
Coaching:
HR:

Current Convenors:

Bruce Anderson
Alex MacEwen
Bill Walker (Standing Down - John Scott – Executive Nomination as Interim)
Yvonne Jones

Events: Moira Nisbet
Communications: Gary Leek (Standing Down – Vacant)
Membership Sec: Vacant – Brian Nisbet – Interim)

Other supporting Roles:

Competition Reps: Anne Scott (Standing Down), Enid Johnstone & Alex MacEwen
Athlete Representatives: Allan Hamilton / Hazel MacCormack - Lauren Mackenzie Dover (Executive Nomination)
Parent Committee Link: Yvonne Jones
Welfare Officers: Brian Nisbet / Beth Ansell
Richard Clark – (Previously Co-Opted – Mental Wellbeing and Inclusion)
General Members: Hazel MacCormack
Anne Scott (Executive Nomination)

Notice 02/11/23