

## NOTICE OF ANNUAL GENERAL MEETING

Notice is given that the Triathlon England North West Annual General Meeting will be held on 15<sup>th</sup> October 2020 at 7pm via Zoom.

### Agenda

- a) Apologies for absence
- b) Approval of minutes of the previous year's AGM
- c) Matters Arising
- d) Chairperson's Report
- e) Treasurer's Report
- f) Election of Officers
- g) Vote on Resolutions
- h) Date of next meeting (if known)

### Resolutions

#### *1. Adoption of New Regional Constitution*

Resolutions at the AGM for purposes other than the election of the committee must be made known to the Secretary at least 14 days prior (1<sup>st</sup> October 2020) to the meeting.

Voting on resolutions at an AGM other than for the election of Committee Members shall be passed by simple majority of the members present in person and voting at the meeting, determined by an online vote. In the event of a tied vote, the Chairperson shall have the casting vote, in addition to their ordinary vote.

No individual member shall have any right to appoint a non-Triathlon England member proxy to attend, speak or vote at any meeting in his or her place.

### Voting Process

Voting at the AGM will be by means deemed to be appropriate by the Regional Committee, these include but are not limited to *voting in person and/or electronic voting*.

In respect of resolutions to amend these Regulations, the resolution must require the approval of the TE Council and must be supported by at least 75% of the votes cast.

### Nominations

The following positions will be open for election:

*Chair*

*Vice Chair*

*Secretary*

*Treasurer*

*Officials Co-ordinator*

*Coaching Co-ordinator*

*Junior Series Co-ordinator*

*Senior Series Co-ordinator*

*IRC Manager*

*Communications Officer*

*Club Liaison Officer*

*For role descriptions please contact the regional secretary.*

## **Nominations Process**

The following process will be used to nominate Members in the election of Committee Members at the AGM or EGM.

- a. Any Member, in good standing (good standing is defined as a fully paid up member of Triathlon England may stand for election to the Regional Committee).
- b. A candidate for election must self-nominate and provide a supporting statement of reasons for your application and experience for the role. These statements will be published on the regional website.
- c. For a valid nomination to go forward, nominations must include:
  - i. The nominees full name and Triathlon England Membership Number and club name (if applicable)
- d. Nominations should complete the Microsoft forms document approved by the Committee and an acknowledgment of receipt will be issued to the nominee.
- e. Should the nomination be void for whatever reasonable reason, the rationale for being classified as 'a void nomination' shall be communicated to the nominee as soon as possible.
- f. All nominations must be received 14 days prior (1<sup>st</sup> October) to the AGM.
- g. Nominations sent by post or email will not be accepted as a valid nomination. It is the responsibility of the nominee to ensure that the nomination is received by the Regional Secretary and an acknowledgement of a valid nomination obtained.

## **Election Process**

Each Member shall have one vote in the election of Committee members.

A list of valid nominations shall be published by the Secretary 10 days prior (5<sup>th</sup> October) to the AGM or EGM by publishing the Triathlon England Regional Committee Election pro forma for each nominated Member. Nominees shall also be afforded the opportunity to speak for a maximum of two minutes at the AGM or EGM, prior to the casting of votes.

The Chair shall appoint tellers who shall sort votes cast via online poll and relay to the Chair. The election of Committee members shall be passed by a simple majority of the votes cast. In the event of a tied vote, the Chairperson shall have the casting vote, in addition to their ordinary vote.

Any enquiries relating to the AGM should be directed to the Regional Committee Secretary  
Lee Mathison at [nwcommittee@triathlonengland.org](mailto:nwcommittee@triathlonengland.org)

Kind Regards

*Lee Mathison*

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