

Central Scotland Smallholders Association
Notice Of Annual General Meeting (AGM)
24th February 2012

Dear member,

Please find attached a written notice of the above AGM which will be held on the 24th of February 2012.¹

If you wish to propose any business at the AGM, please advise the secretary in writing at least 14 days before the meeting. The secretary shall circulate or give notice of the agenda not less than 10 days before the meeting.

The business of the Annual General Meeting shall be to:

- Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.
- Receive the audited accounts for the year from the Treasurer.
- Receive the annual report of the Committee from the Chair.
- Elect an auditor.
- Elect the Officers of the Club i.e. Chairperson; Secretary; Treasurer and other General Committee Members.
- Review subscription rates and agree them for the forthcoming year.
- Transact such other business received in writing by the Secretary from Members 14 days prior to the meeting and included on the agenda:
 - Amendment to constitution.

Nomination of candidates for election of Officers shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. A nomination can only be made by a Full Member and must be seconded by another Full Member. There is only one class of membership, this is full membership.

At all General Meetings, the chair will be taken by the Chairperson or, in their absence, by a member of the committee, or a deputy appointed by Full Members attending the meeting.

Decisions made at a General Meeting shall be by a simple majority of votes (by show of hands) from those Full Members attending the meeting. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote.

A quorum for a General Meeting shall be six Full Members including two Executive Officers.

¹ A copy of this notice has also been emailed to you and has been displayed on the Association's notice board at www.smallholders.info. There you will also find a copy of the constitution and any previous minutes relating to the operation of the association.

Each Full Member of the organisation shall be entitled to one vote at General Meetings.

Any proposed alterations to the organisation's Constitution may only be considered at an Annual or Special General Meeting convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Full Member of the organisation and seconded by another Full Member. Such alterations shall be passed if supported by not fewer than two-thirds of those Full Members present at the meeting, assuming that a quorum has been achieved.

The membership year runs from 1st January to 31st December. The membership fee for the coming year shall be decided at the Annual General Meeting. All membership fees must be paid by the end of January.

The Executive Officers of the organisation are filled by the following people:

- Chairperson Stuart Conway
- Secretary vacant
- Treasurer Anne Massie

All executive officers have indicated a desire to remain in these posts.

All Officers shall be elected at the Annual General Meeting of the organisation, from, and by, the Members of the organisation. All Officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.

I look forward to seeing you there, and will contact² you again soon with further details. It is hoped that we can combine the AGM with a social evening to celebrate another year, and catch up with everyone.

Best Wishes

Vice Chair:
Graham Johnson
Deanhead Farmhouse
Roscobie
Fife
KY12 0SQ
Cssa_committee@yahoo.co.uk
Tel 01383 738900

² In order to reduce the financial burden on the association, contact will usually be by email. Please ensure that you keep the secretary informed of any changes to your email address.