

## **Notice of Lostwithiel Area u3a 2024 Annual General Meeting**

The eleventh Lostwithiel Area u3a AGM is to take place in the Church Rooms on Monday 20<sup>th</sup> May 2024. The meeting will start at 2 pm with a talk from a guest speaker.

We will then hold our AGM followed by refreshments.

### **AGENDA**

1. Guest Speaker
2. Apologies for Absence
3. Opening remarks by the Chairman
4. Adoption of Minutes from 10<sup>th</sup> AGM (please see website)
5. Financial Report – Presentation of Accounts for 2023 - 2024
6. Approval for the appointment of an Examiner for the accounts for 2023 – 2024
7. Election of Officers and Committee
8. Vote on proposal to make some changes to our Constitution in connection with recruitment of Committee Members/Officer roles
9. Refreshments

### **Election of Lostwithiel Area U3A Management Committee**

Keeping track of the general administration, the finances, the publicity, the work of the activity groups, the speakers, the website, and the general meetings is not difficult, but it does need people to do it. Please consider standing for the committee. It is not a lifetime commitment, as the Constitution limits the number of years for which officers and committee members can serve.

If you would like to stand, please complete the nomination form below, and send it by **12<sup>th</sup> May** to the address on the form. You must obtain a proposer and seconder who are not currently committee members.

The whole committee stands down at the AGM.

The Management Committee posts will consist of four Officers (Chair, Vice Chair, Secretary and Treasurer).

Nominations are also invited for Committee Members. The roles of these members include Membership Secretary, Groups Coordinator, Speaker Secretary and Publicity Officer.

The appointment of committee members to specific roles will be made after the AGM. The Vice Chair may have an additional role on the committee.

If there is only one nomination for an officer post that person should be deemed to be appointed; if there is more than one nomination a vote should be held. If there are not more than 11 nominations for the other committee members all the candidates should be deemed appointed.

If you need any more information about any of the roles, please talk to any current committee member.

### **Proposed Changes to Constitution Regarding Committee Membership/Length of Service in Officer Roles**

Some changes to u3a Constitutions have recently been approved by the u3a National Board which may assist with the recruitment of committee members and help ensure that the various roles outlined above can be adequately covered.

The proposed changes are:

- Removing the requirement for a committee member to change role on committee after 3 years, with a break of at least 1 year
- Removing the advice note which says that members shouldn't be proposed for the committee if they are already serving on another u3a committee
- Clarification of the clause that says that u3as should have 4 officers on the committee (Chair/Vice-Chair)/Secretary/Treasurer), allowing a u3a to operate with 3 officers (Chair/Treasurer/1 other).

It should be emphasised that that the intention would be only to make use of these changes, if adopted, to improve our flexibility, if required, to fill the committee positions. We hope that members will continue to come forward to join the committee, and that within the committee there will continue to be movement between roles to provide new ideas and fresh approaches.

**Liz Hemsley**  
**Secretary Lostwithiel Area u3a**  
**April 2024**

**Nomination of Lostwithiel Area u3a Officers and Committee Members**

This nomination Form should be returned to: **Lostwithiel Area u3a, c/o 20 Grenville Meadows, Lostwithiel, PL22 0JS** no later than 7 days before the AGM, i.e., **before 12th May 2024.**

Please note:

1. The existing Committee cannot nominate/ propose existing Committee Officers or Members.
2. Lostwithiel Area u3a members who are Officers or other Committee Members of another u3a cannot stand for the Lostwithiel Area u3a Committee.
3. All parties must be members of Lostwithiel Area u3a.

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**NOMINATION FORM**

**LOSTWITHIEL AREA u3a MANAGEMENT COMMITTEE 2024/2025**

**Position: Please circle**

Chair / Vice Chair / Business Secretary / Treasurer / Committee Member

PLEASE PRINT NAMES

Name of Nominee .....

Signature of Nominee.....

Proposer.....

Signature of Proposer.....

Secunder.....

Signature of Secunder.....