

CIHT South West: Annual General Meeting

DATE: 13 May 2021

TIME: 16:00 to 17:00

DIAL-IN AND VIDEOCONFERENCING DETAILS:

The AGM will be held via Microsoft Teams, which offers both videoconferencing and audio/dial-in facilities. This will allow all attending the AGM to be heard and, should they wish to, be seen. Dial-in details will be provided nearer to the AGM to all registered attendees who sign up on the CIHT website.

AGENDA:

Item	Title / Information	Owner
1.	Introductions / apologies for absence	Chris Shipway
2.	Minutes of previous AGM, held on 27 May 2020, incorporating: <ul style="list-style-type: none">• Matters arising• Approval of minutes	Chris Shipway
3.	Chair's report	Chris Shipway
4.	Treasurer's report	Emma Hext
5.	Election of Regional Officers and Committee Members <ul style="list-style-type: none">• Statement of Officers/Committee Members resigning• Statement of existing committee members wishing to remain on the committee• Election of new Committee Members• Election of new Officers	Chris Shipway
6.	Chair's proposals for the year ahead	TBC
7.	Any Other Business (A.O.B)	(All)

Please note that to be quorate, members need to be heard, so please activate your microphones when joining the meeting but respectfully keep background noise to a minimum. Video presence via webcam is also welcomed to help members participate.