



## **Annual General Meeting - CIHT London**

**14 May 2024, 17:00-18:00**  
**CIHT, 119 Britannia Walk**

### **Minutes of Meeting**

#### ***Apologies for absence***

The meeting commenced with apologies being received and noted.

#### ***Minutes of the previous Annual General Meeting held on 24 May 2023***

A summary of the minutes from the previous AGM held on 24 May 2023 was presented. The recommendation for adoption was proposed and seconded, with the minutes being subsequently adopted.

#### ***Past Chair's report:***

Daniel Jackson, the outgoing Chair, reflected on his second term in office. He expressed gratitude to the committee for their support and highlighted key achievements from the past year:

- **Successful Events:**  
Daniel acknowledged Deone's efforts in organizing well-received events and conducting a member survey. He emphasized the importance of future events aligning with member feedback to increase participation.
- **Emerging Professionals:**  
Recognition was given to Annika for driving the engagement of emerging professionals, with thanks extended to sponsors who provided refreshments.
- **EDI Initiatives:**  
Hari was commended for his work in promoting Equality, Diversity & Inclusion (EDI). CIHT London's position as the most diverse region was acknowledged, with a willingness to share best practices with other regions.
- **Appreciation:**  
Chris at Britannia Walk and the rest of the committee were thanked for their contributions. Daniel reiterated the committee's volunteer nature and encouraged attendees to consider getting involved. He mentioned potential contacts from Karen following recent CIHT outreach.



### ***Incoming Chair's Address:***

Karen Agbabiaka, the incoming Chair, outlined her plans for the year ahead:

- Events Program:  
Continued development of a balanced program of online and in-person events.
- Committee Recruitment:  
Filling vacant roles within the newly formed committee.
- Committee Visibility & Emerging Professionals:  
Increased visibility of the committee and encouraging new industry entrants to participate in professional development opportunities and committee activities.

### ***Financial Report by Treasurer***

The Audited Financial Report for the 2023/24 calendar year was presented by the Treasurer. The meeting accepted the accounts as reported with a proposal and second made.

### ***Election Officer Bearers:***

Roles entering second term:

- Honorary Treasurer - Vincent Valerio
- Events Coordinator – Deone Costley
- Recruitment Officer – Michelle Wood
- EDI Officer – Hari Roy
- Emerging Professionals Group Chair/Rep – Annika Davies
- Honorary Secretary – Priyanka Sonawane
- Regional Ordinary Committee Member – Stelios Rodoulis, Navid Golshan, Farhad Hassani, Jamie Ward

New elections:

- Chair – Karen Agbabiaka
- Vice Chair – Vincent Valerio

Vacant posts:

- Communications Officer

### ***Election of Regional Ordinary Committee Members:***

- None



***Election of co-opted members (max. 3) and ex-Officio Members:***

There were no nominations for co-opted or ex-officio positions.

***Regional Working Agreement:***

The new Chair, Karen Agbabiaka, confirmed the committee's commitment to the CIHT Regional Working Agreement framework.

***Regional Business Plan:***

Committee members discuss to review the business plan for the upcoming year.

***Any other business:***

No further business was brought forward.