



RDA UK

2019 ANNUAL GENERAL MEETING

29 NOVEMBER – 10.30am

**Saddlers' Hall
Gutter Lane
London
EC2V 6BR**

RESOLUTIONS
&
VOTING INSTRUCTIONS

RDA NATIONAL - 2019 ANNUAL GENERAL MEETING

This pack of papers includes all you need to vote at the 2019 AGM. Please do place your vote – it is important!

Below you will find a list of the resolutions being put to the meeting, with some explanation of each one. On the accompanying papers you will find voting instructions and a proxy form. If you have any queries, please call National Office on 01926 492 915 and ask for either Ed Bracher or Amanda Perkins.

Resolutions

This year there are 5 resolutions, as laid out below. Under each resolution there is a brief explanation. All the resolutions are “Ordinary Resolutions”, which means they are required for the normal running of RDA and so require a 50% majority for them to be carried.

Ordinary Resolutions

1. To appoint Sayer Vincent as Auditors of the Association in respect of the accounts for the year commencing 1 April 2019

This is an annual resolution, which is required by law. The Board are recommending that we continue to employ Sayer Vincent as our auditors.

2. To confirm the re-appointment of Neil Goldie-Scot as Honorary Treasurer of the Association

Neil is an appointed Trustee and has been in post for more than three years. He has agreed to continue and this has been accepted by the Board. The Memorandum and Articles dictate that after three years in office his re-appointment is annually confirmed at the AGM.

3. To confirm the re-appointment of Emma Wells as a Trustee of the Association, with specific responsibility for participants

Emma is an appointed Trustee and has been in post for more than three years. She has agreed to continue and this has been accepted by the Board. The Memorandum and Articles dictate that after three years in office her re-appointment is annually confirmed at the AGM

4. To confirm the re-appointment of Julianne Jessup as a Trustee of the Association, with specific responsibility for communication

Julianne is an appointed Trustee and has been in post for more than three years. She has agreed to continue and this has been accepted by the Board. The Memorandum and Articles dictate that after three years in office her re-appointment is annually confirmed at the AGM

5. To confirm the re-appointment of Jess Cook as a Trustee of the Association, with specific responsibility for disability issues

Jess is an appointed Trustee and has been in post for more than three years. She has agreed to continue and this has been accepted by the Board. The Memorandum and Articles dictate that after three years in office her re-appointment is annually confirmed at the AGM

RDA NATIONAL

2019 ANNUAL GENERAL MEETING

Friday 29th November – 10.30am

VOTING INSTRUCTIONS

For each resolution, each Member Group is entitled to one vote – there are no other bodies or individuals within RDA who are entitled to vote. There are two ways for your Group to vote:

1. In person, by an appointed representative of your Group
2. By proxy, through your Regional Chairman

VOTING IN PERSON

If your Group is going to be represented at the meeting, **one representative** may vote on the Group's behalf. When your representative arrives s/he will need to register with the ballot desk, **by presenting the attached voting form** and s/he will be given a voting card. Votes will then be taken and counted by a show of voting cards.

If your Group is sending a representative, please complete the attendance slip enclosed with this mailing or sent out generally to all Groups and available on the RDA UK website – rda.org.uk

Please note, if you are opting to vote by proxy, you can attend the AGM, but your Group will not be entitled to vote.

VOTING BY PROXY

If your Group cannot be represented, it is still important that you vote. You can do this by proxy. All proxy votes are cast by Regional Chairmen, on behalf of the Groups in their Region. You have the choice of:

1. Instructing your Regional Chairman (as your proxy) as to how your vote is cast
2. Allowing your Regional Chairman (as your proxy) to use her discretion as to how your vote is cast – for or against a resolution

If you wish to vote by proxy, please follow the link in the email and you can do this online. If you want to do so on paper, please print the attached proxy voting form and send it back to the address below. Please note that if you complete the proxy form (either online or on paper), you can still attend, but you will not be able to vote.

If you are sending back your voting form, please ensure that it is received by RDA National before the closing date of Friday 22 November 2019 (midday).

RDA NATIONAL



2019 ANNUAL GENERAL MEETING – VOTING FORM

Friday 29th November – 10.30am

**PLEASE NOTE YOU CAN NOW FILL THIS FORM IN ON-LINE BY GOING TO [link here]
<https://www.myrda.org.uk/agm-2019/>**

VOTING BY ATTENDANCE

If you are attending the AGM and will be voting in person you must bring this form with you to the meeting and exchange it for a voting card at the registration desk

VOTING BY PROXY

If your group is voting by proxy please complete the form below to indicate how you wish to vote and return it to RDA national office by midday on Friday 22nd November 2019

Name of Group

We appoint our Regional Chairman as our proxy and direct our proxy to vote, on our behalf, as follows:

ORDINARY RESOLUTIONS

[Please tick one box only for each resolution]

Resolution 1 – *To appoint Sayer Vincent as auditor of the Association in respect of the accounts for the year commencing 1 April 2019*

For Against Abstain Proxy's discretion

Resolution 2 – *To confirm the re-appointment of Neil Goldie-Scot as Honorary Treasurer of the Association*

For Against Abstain Proxy's discretion

Resolution 3 – *To confirm the re-appointment of Emma Wells as a Trustee of the Association, with specific responsibility for participants*

For Against Abstain Proxy's discretion

Resolution 4 – *To confirm the re-appointment of Julianne Jessup as a Trustee of the Association, with specific responsibility for communications*

For Against Abstain Proxy's discretion

Resolution 5 – *To confirm the re-appointment of Jess Cook as a Trustee of the Association, with specific responsibility for disability issues*

For Against Abstain Proxy's discretion

Signed _____

Name _____

Position within Group _____

Date _____

PLEASE RETURN THIS FORM TO NATIONAL OFFICE BY
MIDDAY – Friday 22nd November 2019