

Plan for the Bowls Leicestershire AGM

Introduction

As the Section AGMs have now been abolished and all elections and proposals will take place at the combined AGM a new template for the meeting is needed. The Board has been working on the format through the summer and at the last meeting the plan below was approved.

Prerequisites

1. All Officers annual reports must be written and provided to the Administrator 28 days before the meeting. This will enable them to be distributed to the Clubs and Delegates 14 days before the meeting. They will also be available on the Website for downloading if required.
2. All Nominations for Officers, either Section or County, must be provided in writing to the Administrator 28 days before the AGM to allow them to be distributed to the Clubs and Delegates.
3. All propositions to be presented at the AGM must be put by the Management Committees of either the Ladies or Men's Section. Any proposition from a club must have the recommendation of their respective Management Committee.
4. A ballot paper will be prepared, after the closing date, with the names of all the nominations for positions where only one person is standing. Delegates will be asked to mark the paper for each nomination indicating Yes/No to their nomination. A simple majority of Yes will confirm election.
5. Where two or more nominations are received for an Officer's position a separate ballot paper will be prepared which will require delegates to indicate only one person.
6. All ballot papers will be issued to voting delegates as they sign in and collected for counting during the meeting.

AGM Format

1. Issuing of ballot papers to all authorised Delegates
2. Opening remarks & welcome from the Chairman
3. Apologies
4. Roll of Honour reading
5. Confirm minutes of previous year's AGM
6. Matters arising from the minutes
7. Questions on Officers Reports and vote of acceptance
8. Treasurer's Report and vote of acceptance
9. Receive questions to nominees for Officers positions (if any)
10. Collect ballot papers for counting
11. Retiring Men's President address (max 5 minutes)
12. Retiring Lady's President address (max 5 minutes)
13. Vote of thanks to all retiring Officers
14. Declare all Officers Positions Vacant
15. Declare result of Bowls Leicestershire directly elected Officers
16. Declare result of Ladies Officers elections
17. Ladies President acceptance address (max 5 minutes)
18. Declare result of Men's Officers elections
19. Men's President acceptance address (max 5 minutes)
20. Presentation, discussion, and vote on propositions (if any)
21. Chairman's closing remarks