



Notice to Members:

Act TravelWise Annual General Meeting

The next AGM for Act TravelWise will take place on Thursday 28th January 2016 at 16:30 at the Camden Centre, Bidborough Street (at corner with Tonbridge Street, use pedestrian passage from Euston Road opposite St Pancras), London WC1H 9AU

Attendance of the AGM is open to all members.

Agenda

- As per Article 7.2 of the Articles of Association, the AGM shall be held for the following purposes:-
 - a) to receive from the Board a full statement of accounts;
 - b) to receive from the Board a report of the activities of the Association since the previous annual general meeting;
 - c) to appoint Directors pursuant to Article 13 hereof;
 - d) to appoint the Association's auditors if required;
 - e) to appoint such other business as may be brought before it.

Board Vacancies

- Act TravelWise has up to four vacancies for a Board Director (including Chair) to be filled at the AGM.
- Any Act TravelWise members wishing to stand for the Board must be nominated by two additional members (nominations cannot be from the candidate's own organisation).
- Any members wishing to stand for the Board must register their interest by sending an email **of no more than 200 words** briefly explaining why they are a suitable candidate, along with emails from two separate nominating organisations, **before 17:00 on Tuesday 26th January 2016**.
- *Time commitment:* Applicants should be prepared to attend a minimum of 3 Board meetings per year, and should expect to provide a minimum of approximately 2 days per month of their time, unpaid, to the Association.
- Applications and questions from members should be sent to randall@acttravelwise.org.