



BERKS BUCKS & OXON AREA OF NAFAS

bbandoflowers.org.uk



2020 AGM Friday 13th November at 10am via Zoom

Agenda

1. Welcome by Area Chairman. Hand over to meeting chairman (Area President)
2. Apologies and roll call
3. Minutes of 59th AGM * **Approval required** and Matters Arising
4. Constitutional Amendment as advised 23rd September * **Approval required**
5. Area Officer/Representative Reports (summary/updates to reports already circulated)
 - Chairman
 - Secretary
 - Treasurer * **Approval required for Accounts, Affiliation fees, Honoraria, Auditor**
 - Media Officer
 - JDSE Chairman
 - Publications Officer
 - Flower Arranger
6. Appointment of Area Officers for 2020/2021 * **Approval required for each**
 - Area Chairman
 - Area Vice Chairman
 - Area Secretary
 - Area Treasurer
 - Area Media Officer
 - JDSE Officer
 - Area Publications Officer
7. Appointment of other Area Positions for 2020/2021 * **Approval required for each**
 - Flower Arranger Representative
 - County Representatives for Berkshire, Buckinghamshire, Oxfordshire
8. Appointment of President and Vice President
9. AOB – Only topics pre-advised by 30th October

AGM to be followed by brief council meeting

1. Minutes of September Council Meeting and Matters Arising
2. Area Chairman's Report
3. Area Treasurer's Report

Practical Information regarding the AGM

The meeting will take place via Zoom on Friday 13th November at 10am.

Topics for AOB should be submitted to secretary@bbandoflowers.org.uk by 16th October.

Nominations to chairman@bbandoflowers.org.uk are requested by 16th October for:

- Penelope Everett trophy. This award is for a member who has worked above and beyond to support their club and/or the area. Please supply supporting evidence.
- Any of the area positions listed in items 6 and 7 on the agenda.

Clubs are requested to nominate (by 30th October) a maximum of two Zoom participants. However a Zoom participant could include >1 person from a single location if government restrictions allow this at the time.

The Zoom invitation will be sent to nominated representatives two days before the meeting.

Clubs are requested to vote online by 6th November on those items highlighted on the agenda in **red** *. Details on how to vote will be supplied by 30th October. Clubs may revise their vote at the meeting as a result of new information or discussion.

Participants are requested to ensure their Zoom identity is meaningful. For example:

Greys Flora – Irene Manson

Area Media Officer – Shirley Sexton

Participants are recommended to use Speaker View on Zoom.

Participants will be muted but may unmute themselves if necessary.

Please ask if you need help on how to use these Zoom facilities.