Triathlon England West Midlands Annual General Meeting 2023

# Notice of Annual General Meeting

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| Date & time | Monday 6th November 2023 @ 19:30 |
| Venue | Zoom[[1]](#footnote-1) |

# Agenda

1. Apologies for absence
2. Approval of minutes of the previous year’s AGM
3. Matters Arising
4. Chairperson's Report
5. Treasurer's Report
6. Election of Officers
7. Date of next meeting (to be advised)

# Resolutions

Resolutions at the AGM for purposes other than the election of the Regional Committee must be made known to the Secretary at least 21-days prior to the meeting, which is the 16th October 2023.

Voting on resolutions at an AGM other than for the election of Regional Committee Members shall be passed by simple majority of the members present and voting at the meeting, determined on a show of hands and acknowledged within the chat pane of the virtual meeting. In the event of a tied vote, the Chairperson shall have the casting vote, in addition to their ordinary vote.

No individual member shall have any right to appoint a non-Triathlon England Member proxy to attend, speak or vote at any meeting in their place.

# Voting process

As the 2023 AGM is virtual, the West Midlands Region will accept votes virtually on the day of the Zoom call and by email to [westmidstri@triathlonengland.org](mailto:westmidstri@triathlonengland.org). Email votes to be received by Mid-day Sunday 5th November 2023 and will be acknowledged by email receipt.

# Nominations

The following positions will be open for election:

1. Chair.
2. Vice Chair.
3. Secretary.
4. Treasurer.
5. Coaching Coordinator.
6. Triathlon England Council Representative.
7. Junior Series Co-ordinator.
8. Technical Officials Co-ordinator.
9. Motorbike Technical Officials Co-ordinator.
10. Junior Development Co-ordinator.
11. Website Co-ordinator.
12. Non-portfolio. (This could be increased if any posts remain vacant).

# Nominations Process

The following process will be used to nominate Members in the election of Regional Committee Members at the AGM.

1. Any Member, in good standing (good standing is defined as a fully paid-up member of Triathlon England may stand for election to the Regional Committee.
2. A candidate for election must be Proposed and Seconded by a Member in good standing using the Triathlon England Regional Committee Election pro forma.
3. For a valid nomination to go forward, nominations must include:
   1. The nominees full name and Triathlon England Membership Number and club name (if applicable).
   2. Their Proposers and Seconders full name and Triathlon England Membership Number and club name (if applicable).
4. Nominations will be sent to the Regional Secretary by email to [westmidstri@triathlonengland.org](mailto:westmidstri@triathlonengland.org) or other means and methods approved by the Regional Committee and an acknowledgment of receipt will be issued to the nominee.
5. Should the nomination be void for whatever reasonable reason, the rationale for being classified as ‘a void nomination’ shall be communicated to the nominee as soon as possible.
6. All nominations must be received 14-days prior to the AGM, 23rd October 2023.
7. If a nomination is made by post or by email or other means and methods approved by the Committee and is not received by the Regional Secretary, proof of postage and/or email receipt will not be accepted as a valid nomination. It is the responsibility of the nominee to ensure that the nomination is received by the Regional Secretary and an acknowledgement of a valid nomination obtained.

# Election Process

Each Member shall have one vote in the election of each Regional Committee member.

A list of valid nominations shall be published by the Secretary 10-days prior to the AGM, 26th October 2023 by publishing the Triathlon England Regional Committee Election pro forma for each nominated Member. Nominees shall also be afforded the opportunity to speak for a maximum of two-minutes at the AGM, prior to the casting of votes.

The Chair shall appoint tellers who shall sort votes cast and relay to the Chair. The election of Regional Committee members shall be passed by a simple majority of the votes cast. In the event of a tied vote, the Chairperson shall have the casting vote, in addition to their ordinary vote.

Any enquiries relating to the AGM should be directed to the Regional Committee Secretary via email to [westmidstri@triathlonengland.org](mailto:westmidstri@triathlonengland.org).

1. All details of how to attend the AGM will be forwarded to all registered attendees at least one day before the meeting. [↑](#footnote-ref-1)