



## ANNUAL GENERAL MEETING

Notice is hereby given that the ANNUAL GENERAL MEETING of members of the Botanical Society of Britain and Ireland (BSBI) will be held at **7.15pm on Thursday 17<sup>th</sup> November 2022 as an electronic meeting**. The AGM will be preceded by talks from 6.30pm

### ELECTIONS

Any member interested in becoming a Trustee may find more information on the BSBI website. Members of the Society are invited to nominate individuals for election as Trustees under agenda item 7 below. Nominations, accompanied by the consent of the proposed candidate and the name of a seconder, should be emailed to the Company Secretary at [steve.gater@bsbi.org](mailto:steve.gater@bsbi.org), or sent by post, to arrive by **midday Monday 17<sup>th</sup> October 2022**. Details of nominations will be published on the BSBI website by **Monday 24<sup>th</sup> October 2022**.

### ANY OTHER BUSINESS.

Any matter that a member wishes to raise under agenda item 10 below should be emailed to the Company Secretary at [steve.gater@bsbi.org](mailto:steve.gater@bsbi.org), or sent by post, by **midday Monday 17<sup>th</sup> October 2022**. Two members must sign a proposed resolution.

### PUBLICATION ON BSBI WEBSITE

Materials relating to the AGM, a final agenda and resolutions, will be posted on the BSBI website ([www.bsbi.org/annual-general-meeting](http://www.bsbi.org/annual-general-meeting)) as they become available and at least two weeks in advance of the meeting. This includes details of how to register to join the electronic meeting and guidance on how to use the technology. All information will be available online at the AGM. Paper copies may be requested in advance from the Company Secretary.

### PROXIES

Any member wishing to vote by proxy should submit a request to do so in writing (including by email) to the Company Secretary by **midday Thursday 3<sup>rd</sup> November 2022**. The proxy should indicate how to vote on each resolution, or that votes should be in favour of all resolutions as proposed by the Board of Trustees and reach the Company Secretary by **midday Wednesday 16<sup>th</sup> November 2022**.

By Order of the Board

Steve Gater,  
Company Secretary  
25<sup>th</sup> July 2022

Address: 28 Chipchase Grove, Durham, DH1 3FA

Telephone: 07823384083 Email: [steve.gater@bsbi.org](mailto:steve.gater@bsbi.org)

## PROVISIONAL AGENDA

1. Chair's welcome, apologies for absence and opening remarks.  
The Chair will introduce those presenting at the meeting, describe the content and conduct of the meeting and the members' participation in it.
2. Approval of the Minutes of the last AGM.  
Members will be asked to approve the minutes of the eighth AGM of the Botanical Society of Britain and Ireland, held on Friday 19<sup>th</sup> November 2021.
3. Annual Review.  
After a report by the Chair on the activities and outcomes during the year under review and of more recent achievements and future plans, members will be invited to take note of the publication of the ninth Annual Review of the Botanical Society of Britain and Ireland, covering the year ended 31<sup>st</sup> March 2022.
4. Annual Report and Accounts.  
A presentation will be made on the Annual Report and Accounts and other financial matters. Members will be invited to adopt the Annual Report and Accounts of the Botanical Society of Britain and Ireland, covering the year ended 31<sup>st</sup> March 2022.
5. Independent Examiners / Auditors.  
The appointment of an Independent Examiner / Auditor will be proposed to report on the year ended 31<sup>st</sup> March 2023. Trustees also seek approval to fix the remuneration of the Independent Examiner / Auditor. (If BSBI does not require an audit under company or charity law and none is requested by the members or Trustees, an Independent Examiner will report on 2023, otherwise an Auditor will report).
6. Members' subscription rates for 2023.  
Members will be advised of the recommendation made by the Board of Trustees to raise subscription rates for 2023. The background and reasons for the proposal will be explained and new rates for each category clarified. Members will be invited to ask questions and comment before a vote to adopt the proposal is taken.
7. Changes to Articles of Association  
Members will be asked to approve some changes to the BSBI's Articles of Association to add some standard text required by the Charities Regulator in the Republic of Ireland. The background to these proposed changes will be explained.
8. Election of Trustees.  
Members will be advised of retirements by rotation or otherwise and any nominations and will be invited to elect or re-elect Trustees to serve on the Society's Board.
9. Recognition of members' active contribution to the work of BSBI.  
The Society wishes to thank all members who have served, nationally or regionally, as officers, on committees, as authors, editors and indexers, in leading and arranging meetings, as assistant secretaries and minuting secretaries; and the many members who have participated in surveys, prepared reports, represented the society at outreach events and promoted our work via social media. BSBI would especially like to thank our network of Vice-County Recorders and expert plant Referees, acknowledging their invaluable work and their huge contribution to BSBI's success.
10. Any Other Business  
As notified to the Company Secretary and approved by the BSBI President and Board of Trustees in advance of the start of the meeting.