



Botanical Society of Britain & Ireland

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 12.30pm on Saturday 21 November 2020 **by exception as an electronic meeting.**

The Board of Trustees has agreed not to hold the meeting in person at the Natural History Museum, London, as originally planned, due to the exceptional ongoing severe risk to health posed by the Covid-19 pandemic.

ELECTIONS

Members of the Society are invited to nominate individuals for election under agenda items 7 (Trustees) below. Nominations, accompanied by the consent of the proposed candidate and the name of a seconder, should be submitted to the Company Secretary at steve.gater@bsbi.org by midday Saturday 17 October 2020. Details of nominees will be published on the BSBI website by midday Saturday 24 October 2020.

PUBLICATION ON BSBI WEBSITE

Materials relating to the AGM, and a final agenda once nominations for the elections have been received, will be posted on the BSBI website (www.bsbi.org/annual-general-meeting) as they become available and at least two weeks in advance of the meeting.

Details of how to join the electronic meeting using zoom technology and guidance on how to use the technology will also be posted on the website.

Copies of all information will be available online at the AGM and 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 Saturday 14 November 2020. 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.

By Order of the Board

Steve Gater

Company Secretary

8 September 2020

Address: 29 West Farm Court, Broompark, Durham, DH7 7RN

Telephone: 07823384083

Email: steve.gater@bsbi.org

FINAL AGENDA

1. Chair's welcome, apologies for absence and opening remarks.

The Chair will introduce those presenting at the meeting and 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 sixth AGM of the Botanical Society of Britain and Ireland, held on 23 November 2019.

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 seventh Annual Review of the Botanical Society of Britain and Ireland, covering the year ended 31 March 2020.

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 March 2020.

5. Independent Examiners / Auditors.

The appointment of an Independent Examiner / Auditor will be proposed to report on the year ended 31 March 2021. 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 2021, otherwise an Auditor will report). The Board of Trustees recommend that WMT be re-appointed for year ending 31 March 2021.

6. Proposed changes to the BSBI Articles of Association

An overview of the extensive review of governance arrangements will be given and Members will be asked to approve changes to committees and Council and an option to enable future electronic general meetings as may be needed. This requires changes to the BSBI Articles of Association. The Board of Trustees proposes to;

a) Change the BSBI Articles of Association by deleting all existing wording

‘10 **The Council**.....must be promptly reported to Council’

b) Change the BSBI Articles of Association by adding new wording

‘10 **Electronic meetings**

10.1 Trustees may agree to hold any meeting by suitable **electronic means** in which all participants may communicate their views, ask questions, and, if eligible, vote.

10.2 In such cases, presence electronically will be deemed as equivalent to meeting in person.’

7. Election of Trustees.

The meeting will be advised of retirements by rotation or otherwise and will be invited to elect or re-elect Trustees to serve on the Society's Board.

a) The Board of Trustees nominates for re-election the following Trustees;

Dr Paul Bisson

Dr Chris Cheffings

John Michael Crawley

John Faulkner

b) The Board of Trustees nominates for election the following co-opted Trustee;

Steve Gater

c) The following member is nominated for election by Ian Denholm and seconded by Sandra Knapp;
Mary Dean

8. BSBI Volunteers.

The Society wishes to thank all members who have served, both nationally and regionally, as officers, on committees, as authors, editors and indexers, in leading and arranging meetings and 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 193 Vice-County Recorders and 110 expert plant Referees, acknowledging the invaluable work they do and their huge contribution to BSBI's success.

9. Any Other Business

None has been received.

As notified to the Company Secretary and approved by the BSBI President and Board of Trustees in advance of the commencement of the meeting.