

# British Accounting and Finance Association (BAFA)

## Annual Meeting 2018 Notice and Agenda

*Annual Meeting convened pursuant to and governed according to the provisions of the Constitution of the British Accounting and Finance Association (last amended 17<sup>th</sup> April 2012)*

**Date and time:** Tuesday 10<sup>th</sup> April 2018 at 5:30pm

**Location:** Central Hall Westminster, Storey's Gate, London SW1H 9NH

### **1. Minutes of the previous annual meeting**

*Please note that the minutes are available for download from the BAFA web-site. They will not be distributed in hard copy ahead of or at the meeting.*

Consider the minutes of the Annual Meeting held on 12<sup>th</sup> April 2017 at Heriot-Watt University; and vote on a resolution to accept those minutes (if pertinent, as amended by resolution of the meeting).

### **2. Matters arising**

### **3. Trustees' report and accounts**

*Please note that the report and accounts will be available for download from the BAFA web-site in advance of the meeting. They will not be distributed in hard copy ahead of or at the meeting.*

Receive the annual report of the trustees and the accounts for the year ended 31<sup>st</sup> December 2017.

### **4. Appointment of independent examiner**

Vote on a resolution to re-appoint Neil Hitchings of Francis Clark Chartered Accountants as independent examiner to examine the BAFA accounts for the year ending 31st December 2018 and to report to the next Annual Meeting.

### **5. Amendments to BAFA Constitution**

*Please note that the existing Constitution of the British Accounting and Finance Association (last amended 17<sup>th</sup> April 2012) is available for download from the BAFA web-site. It will not be distributed in hard copy ahead of or at the meeting.*

Vote on a resolution to amend the BAFA Constitution as follows:

AMEND Clause 5(b) to become: "There shall be eight Trustees of the Association, being four Non-executive Trustees and four Executive Trustees, who together will comprise the Board of Trustees."

AMEND Clause 5(l) to become: "Non-executive Trustees will hold office for a period of one year or, more usually, two years commencing on the 1<sup>st</sup> day of the month of May succeeding the Annual Meeting at which they have been elected."

AMEND Clause 5(m) to become: “The Vice-president shall hold office for a period of two years commencing on the 1<sup>st</sup> day of the month of May succeeding the Annual Meeting at which he or she has been elected, immediately after which period he or she will become President for a period of two years.”

AMEND Clause 5(o) to become: “In the case of uncontested elections, election to a Trustee role (be it Vice-president or General Secretary or Treasurer or Non-executive Trustee) will be by resolution at the Annual Meeting approved by a majority of members voting at the Annual Meeting. In the case of contested elections a single vote will be held at the Annual Meeting in respect of each contested trustee role (be it Vice-president or General Secretary or Treasurer or Non-executive Trustee) as between the candidates for that role and the candidate (or potentially ‘candidates’ in the case of Non-executive Trustee) receiving the highest number (or potentially ‘numbers’ in the case of Non-executive Trustee) of votes will be elected. Voting will be in accordance with the voting procedures set out in section 4 above. The Chairperson shall have a casting vote.”

AMEND Clause 5(t) to become: “It is permitted, but not required, that the retiring President will put herself or himself forward for election as a Non-executive Trustee at the Annual Meeting preceding the end of her or his term of office as President.”

AMEND (AUGMENT) Clause 6(c) by the addition of the following sentence to the end of the Clause: “If a person recognised by the foregoing as a member of the Executive Committee is unable to attend a meeting of the Executive Committee then she or he may send a member of BAFA in her or his place to act as her or his substitute and proxy.”

AMEND Clause 7(b) to become: “Annual subscriptions shall be payable annually. Any member whose subscription is not paid with one year of its having fallen due, or who does not pay it within thirty days after formal notification of the provisions of this Article, may be excluded from membership by the General Secretary and may thereafter only be reinstated by resolution of the Executive Committee and payment of arrears of subscriptions in full.”

## **6. Appointment of trustees**

- a. Vote on a resolution to re-appoint Richard Jackson to be General Secretary of BAFA for a period of three years from 1<sup>st</sup> May 2018.
- b. Vote on a resolution to appoint Lisa Jack to be a Non-executive Trustee of BAFA for a period of two years from 1<sup>st</sup> May 2018.
- c. Vote on a resolution to re-appoint John Cullen to be a Non-executive Trustee of BAFA for a period of one year from 1<sup>st</sup> May 2018.
- d. Vote on a resolution to re-appoint Mark Protherough to be a Non-executive Trustee of BAFA for a period of two years from 1<sup>st</sup> May 2018.
- e. Note the continuation of the following as Trustees: Chris Brooks as Vice-president of BAFA until 30<sup>th</sup> April 2018 and then as President of BAFA until 30<sup>th</sup> April 2020; Kevin McMeeking as Treasurer of BAFA until 30<sup>th</sup> April 2019; Rhoda Brown as Non-executive Trustee of BAFA until 30<sup>th</sup> April 2019.

## **7. Any other business**

*Please apprise the President or the General Secretary as far ahead of the meeting as possible if you wish to raise issue(s) under any other business which are likely to occupy the meeting for more than a few minutes.*