

**ANNUAL GENERAL MEETING OF
HARLEQUINS ORIENTEERING CLUB 2024**
to be held on Thursday 17th October 2024 at 7.00pm for a prompt start at 7.30 pm
at the Somers Club,* Halesowen.

Draft Agenda

1. Apologies
2. Acceptance of the Minutes of the 2023 AGM (See Note 1).
3. Chairman's Report
4. General Secretary's Report
5. Membership Secretary's Report
6. Treasurer's Report and Presentation of Accounts
7. Report of the Independent Examiner of Accounts, and Acceptance of Accounts
8. Ratification of the Subscription Rates – not needed (see Note 2)
9. Election of Office Bearers and Other Committee Members (See Note 3)
 - a) Chairman
 - b) Vice-Chairman
 - c) General Secretary
 - d) Treasurer
 - e) Membership Secretary
 - f) Fixtures Secretary
 - g) Social Secretary
 - h) Equipment Officer
 - i) Mapping Officer
 - j) Club Captain
 - k) Permanent Orienteering Course Coordinator
 - l) WMOA Representative
 - m) Junior Representative/Captain(s)
 - n) Social Media Promoters
 - o) Permissions and Support Officers
 - p) Welfare/Safeguarding Officers
 - q) Independent Examiner of Accounts
 - r) Website Content Manager
 - s) Newsletter Commissioning Editor
10. Approval of revised Club Constitution. A copy of the proposals will be circulated before the AGM. (See Note 4)
11. Motions raised by the Committee or Membership (See Note 5)
12. Any Other Business (for discussion only, not to be voted upon.)
13. Closure of Meeting

Notes:

1. The Draft Minutes of the 2023 AGM held on 19th October 2023, with links to the officer presentations, were included in the November 2023 club newsletter. A slightly amended version is attached with this draft agenda.

Further copies are available from the General Secretary, Jenny Uff.
(secretary@harlequins.org.uk).

2. At the 2023 AGM, it was agreed that the club subscription rates should stand unchanged until a positive decision might be made to change them. This saves annual decisions.

3. Nominations (and offers to stand) for the posts in item 9 are welcomed, and can be made in advance to the General Secretary or at the meeting itself. If nominating someone else, please ask if they are willing.

4. A year after the merger of COBOC and HOC it is appropriate to update the Constitution of the merged club, and update areas that merit change since the last review. A copy of the proposals will be circulated before the AGM.
5. Requests, additions and amendments to the agenda should be made in writing/email to the General Secretary (secretary@harlequins.org.uk), no later than 5th September 2024.

*The Somers Sports & Social Club,
2 Grange Hill, Halesowen, West Midlands, B62 0JH.