



2023 annual general meeting

Business to be transacted

1. **Apologies:** Receive apologies for absence.
2. **Minutes:** The secretary will move: That the minutes of the annual general meeting held on 28 March 2021, as presented to this meeting, be approved as a true record.
3. **Business arising from the minutes:**
4. **Reports:** Receive Management Committee reports:
 - (i) President's report;
 - (ii) Secretary's report;
 - (iii) Treasurer's report including the presentation of the balance sheet and statements of account for the preceding financial year;
 - (iv) Technical director's report;
 - (v) Chair of Productions' report;
 - (vi) Publicity officer's report;
 - (vii) Booking officer's report;
 - (viii) Wardrobe manager's report;
 - (ix) FOH manager's report;
 - (x) Librarian's report;
 - (xi) Social convener's report.
5. **Audit report:** Receive the Auditor's report on the books and accounts for the preceding financial year.
6. **Alliance report:**
7. **Election of Management Committee and Production Committee:**
 - (i) President;
 - (ii) Vice President;
 - (iii) Honorary Secretary;
 - (iv) Honorary Treasurer;
 - (v) Assistant Secretary;
 - (vi) Assistant Treasurer;
 - (vii) Building Director;
 - (viii) Technical Director;
 - (ix) Chair of Productions;
 - (x) Publicity Officer;
 - (xi) Booking Officer;
 - (xii) Wardrobe Manager;
 - (xiii) FOH Manager;
 - (xiv) Librarian;
 - (xv) Social Convener;
 - (xvi) Immediate Past-President (dependent upon election of a new president)
 - (xvii) Production Committee – six members.
8. **Appoint an auditor**
9. **Appoint an honorary solicitor**
10. **General business on notice of motion:** None.
11. **Any other business**

Closure