

TO ALL MEMBERS OF THE CENTRAL BRANCH

NOTICE is hereby given that the Annual General Meeting of Members of the Central Branch will be held on an online platform: Zoom on Friday 25th February 2022 at 15h15

In terms of clause 23.1 of the Constitution, The Annual General Meeting of a Branch shall be held each year on such date and at such time and venue to be decided upon by the Branch Executive.

BUSINESS

1. NOTICE OF THE MEETING
2. QUORUM
3. APOLOGIES
4. PROXIES
5. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 26 FEBRUARY 2021.
6. MATTERS ARISING FROM PREVIOUS MEETING
7. CHAIRMAN'S REPORT FOR THE YEAR ENDING 28 FEBRUARY 2022.
8. TO DETERMINE THE NUMBER OF MEMBERS OF THE BRANCH EXECUTIVE AND ELECTION OF MEMBERS THERETO FOR THE ENSUING YEAR IN TERMS OF THE FOLLOWING EXTRACTS FROM CLAUSES 21.2.1 AND 21.2.4 OF THE CONSTITUTION.

"21.2.1 To elect at the Annual General Meeting a Branch Executive which shall consist of not less than three and no more than thirteen Members who shall hold office subject to 21.2.4 until the second Annual General Meeting after their election unless they cease to hold office in terms of 21.5 before then."

"21.2.4 One half of the Members of the Branch Executive shall retire each year."

NOTE: Nomination for appointment of a member to the Branch Executive must be received by the General Manager's Office at least 24 hours before the time of the holding of the meeting. A nomination form is enclosed.

9. CONSIDERATION OF BRANCH EXECUTIVE'S RECOMMENDATIONS TO THE NATIONAL EXECUTIVE OF THE INSTITUTE.

10. TO GIVE SUCH DIRECTIONS TO THE NEW BRANCH EXECUTIVE AS MAY BE NECESSARY AND ANY OTHER BUSINESS WHICH THE MEETING DEEMS NECESSARY.

11. CLOSURE

BY ORDER OF THE BRANCH EXECUTIVE

3 FEBRUARY 2022

NOTE: A member who is entitled to vote, who is unable to attend the Annual General Meeting is entitled to appoint a Member to vote on his/her behalf. A proxy form is enclosed.