

# AGM LCA Annual General Meeting Thursday 14<sup>th</sup> September 2017



July 2017

## **Legionella Control Association Limited Annual General Meeting**

**To be held on Thursday 14 September 2017 at LCA Office, 6 Sir Robert Peel Mill, Hoye Walk, Fazeley, Tamworth, Staffordshire B78 3QD.**

Formal notice is hereby given that the Fourth Annual General Meeting of Legionella Control Association Limited will be held at 6 Sir Robert Peel Mill, Hoye Walk, Fazeley, Tamworth, Staffordshire B78 3QD at 12pm midday on Thursday 14 September 2017.

## **AGENDA**

1. Notice convening the meeting
2. Apologies for absence
3. Chairman of the Management Committee's Report
4. Honorary Treasurer's Report and adoption of the Financial Accounts for the year ending June 30th 2017
5. Announcement of the Management Committee Chairman, Vice Chairman, Honorary Secretary and Honorary Treasurer for 2017-18
6. Announcement of Management Committee Members from the Founding Bodies
7. Announcement of the Independent Members to the Management Committee
8. Re-appointment of the Auditors
9. (Proposals from member companies to be voted on)
10. Any other business
11. Lunch

## **NOTES**

The AGM will be chaired by Dr. Bill Thomas, the senior Director of Legionella Control Association Limited.

Any proposals that member companies want to put before the meeting must be submitted in writing at least 14 days before the meeting. Voting on proposals submitted is at the discretion of the Directors in accordance with the Bylaws.

A buffet lunch will be served after the meeting.

The quorum is 10 Associate Members (registered companies) of the LCA and 2 Members (Directors of Legionella Control Association Limited).

## **CONFIRMATION OF ATTENDANCE**

If you would like to attend this year's AGM, please email [admin@legionellacontrol.org.uk](mailto:admin@legionellacontrol.org.uk) by Friday 1<sup>st</sup> September 2017.