

To: Branch Secretaries & Delegates

October 2018

Dear Branch Secretary and Delegate,

**Additional important information for you and your members:**

*RSCDS AGM 2018*

If you plan on attending the 2018 AGM please note that bookings are still available but are filling up quickly, so please get in touch with the RSCDS office as soon as possible to book tickets or sign up for classes. Don't forget that there is also a Teaching Conference on Friday 2<sup>nd</sup> November, which is open to anyone interested in or involved with teaching SCD. For more information please get in touch with Moira Thomson: [moira.thomson@rscds.org](mailto:moira.thomson@rscds.org). Additionally, please check the website for more information and a detailed schedule for the day.

For those that have ordered a ticket for the AGM, they are now in the mail and should be arriving shortly. Please let us know if you have not received your ticket by 26<sup>th</sup> October.

Tickets can be ordered online via the RSCDS website: <https://www.rscds.org/article/events>; hard copy booking forms are also available on request.

The RSCDS Shop and Registration will be open on Saturday 3<sup>rd</sup> November from 9am – 2pm with a half hour break from 12:30pm to 1pm.

*New Delegate Signup Form – we need these in to the office urgently and at the latest by 19<sup>th</sup> October*

Thank you to all those Branches who have submitted their forms appointing members as Delegates, but we are still missing this information from several Branches. If you are unsure of the Delegate Procedure, please get in touch. To find the Branch Mailings please visit the RSCDS website: <https://www.rscds.org/article/branch-mailings>. If you have not appointed a Delegate, please make this decision as soon as possible, and inform HQ as soon as possible. The chosen Delegate will need to sign a New Delegate Form and submit it to the RSCDS office by 19<sup>th</sup> October.

**Failure to submit a signed New Delegate Form for the Delegate(s) representing your Branch will result in a loss of voting privileges at the 2018 AGM. If you have any queries, contact me.**

### *Proxy Form*

In addition to assigning Delegates for your branch, if a Delegate cannot attend the AGM in person, they must assign a Proxy to carry their vote in to the AGM. Instructions on assigning a Proxy can be found in the Delegate Bulletin document that is part of this Branch Mailing, which is also available on the RSCDS website under Legal & Administrative: <https://www.rscds.org/article/branch-mailings>

### *AGM 2018 Voting*

At the 2018 AGM Delegates & Proxies will be voting on Motion 9.1 (as outlined in the Final AGM 2018 Agenda). Voting will take place at the AGM itself through the show of hands. More information on voting will be available in the coming weeks.

Before the AGM we are asking all Delegates/Proxies to send in their vote for the Management Board & Committee Nominations. This year there are only two votes that you will need to register:

- Education & Training Convenor-elect
- Education & Training Committee Members

As there were not enough nominations for the Chairman-elect, Management Board, Membership Services Committee and Youth Services Committee to warrant a vote, those who submitted a nomination will be elected to post.

Voting Papers for the Education & Training will be sent out shortly, so please check with the Branch Secretary regularly.

For the E&T Convenor-elect positions we have TWO nominations for ONE post. The nominee with the most votes will be elected to post.

For the E&T Committee positions we have SIX nominations for THREE posts, and we will ask for you to submit your choices for three candidates. Out of the six candidates, the three candidates with the most votes will be elected to post for three years.

All profiles of the Nominees are included in this mailing and are available on the website.

If you have any questions, please feel free to get in touch. We look forward to seeing you at the AGM if you are attending!

Yours sincerely,

Michael Greenwood

**Digital Marketing Communications Officer**

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