

AGM 2020 – UPDATED SCHEDULE OF DATES

The following is a note of key dates relating to the virtual RSCDS Annual General Meeting 2020, to be held on **Saturday 7th November 2020**. Note that all documents placed on the website are accessible to **all** members, not just Branch Officers.

(Where timescales are specified in the Constitution, these are shown *in italics* below an item.)

1. June 12 CC sends to Branches: Branch AGM delegate nomination form and nomination form/s for elections to management posts.
2. **Sat 15 Aug** **Deadline** for any motions from Branches to be received at 12 CC.
*(At least **12 weeks** before AGM)*
3. Mon 24 Aug 12 CC sends to Branches: draft agenda & papers and makes them available on the website.
*(At least **10 weeks** before AGM)*
4. **Sat 12 Sept** **Deadline** for nominations & profiles from individuals who wish to stand for election to management posts to be received at 12 CC.
(At least 8 weeks before AGM)
5. **Sat 26 Sept** **Deadline** for any emergency motions to be received at 12 CC.
*(At least **6 weeks** before AGM)*

+ **Deadline** for any amendments to motions on draft agenda to be received at 12 CC.
*(At least **6 weeks** before AGM)*
6. w/b Mon 28 Sept 12 CC sends to Branches final agenda and papers along with an update on the virtual AGM arrangements and digital voting arrangements plus the candidate profiles for elections. Final agenda, papers and profiles are also made available on the website.
(At least 4 weeks before AGM)
7. **Sat 3 Oct** **Deadline** for delegate nomination forms to be received at 12 CC to enable the smooth process of digital voting.
8. Mon 5 Oct 12 CC to email delegates an outline of the digital voting platform and how it works.
9. Tues 6 Oct Digital voting opens and will remain open until 48 hours before the virtual AGM. Delegates are invited to email any questions to agm@rscds.org
10. **Sat 31 Oct** **Deadline** to send any AGM related questions or comments to agm@rscds.org
11. **Thurs 5 Nov** **By 14.00 hrs FINAL DEADLINE** for votes to be made using digital voting platform. *(48 hours before AGM)*