

4th August 2006

Autscape AGM Agenda

1. Apologies for absence?
2. Minutes of last year's AGM
3. Annual report and accounts

Issues where the management committee would like a vote to indicate the consensus of opinion among the members:

4. Size of conference
5. Changing the venue
6. Any other issues

Issues for formal vote:

7. Changing the financial year from Jan-Dec to Oct-Sept

Proposed amendments to the draft constitution:

8. "The Management Committee shall consist of not less than three members and not more than twelve members and shall include the honorary officers (*Chair, Secretary and Treasurer*).” to be replaced with

“The Management Committee shall consist of not less than three members and not more than fifteen members and shall include the honorary office of Chair and such other officers as the committee deems necessary to the fulfilment of their functions.”

9. “Membership of the group shall be open to individuals (over the age of 18) who are interested in furthering the work of the group and who have paid any annual subscription laid down from time to time by the Management Committee.” to be replaced with

“Membership of the group shall be open to individuals (over the age of 18) who are interested in furthering the work of the group and who have paid any annual subscription laid down from time to time by the Management Committee. Individuals attending Autscape as carers are assumed not to be members unless they individually apply for membership in their own right.”

10. Adoption of the constitution

11. Election to the management committee:

Chair (run votes, organise decision-making, prompt others)

Nominees: Katie?

Treasurer (finances)

Nominees: Charles?

Registrar (send out registration forms, receive registrations, pass information to other committee members, chase people to pay)

Nominees: ?

Administrator (Legal issues, administration, fundraising, administration of bursaries)

Nominees: Yo?

Website/Database (oversee website/database issues – may involve liaising with professional)

Nominees: Martijn?

Programme Coordinator (send out call for papers, invite presentations, arrange votes to select presentations)

Nominees: Kalen?

Venue Coordinator (find and liase with venue)

Nominees: Kazumi?

Childcare officer (find and liase with childcare people)

Nominees: ?

Publicity/PR (generate publicity for Autscape, liase with media)

Proposal to co-opt Paul Wady

Commications officer (deal with enquires, answer questions)

Nominees: Robin?

Printing (stationery, printing)

Nominees: Phil?

Transport (organise transport where necessary)

Nominees: Matt