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3 June 2016

**FRIENDS OF THE RANDELL COTTAGE WRITERS TRUST**

**Notice of Annual General Meeting**

You are invited to the Annual General Meeting of Friends of the Randell Cottage to be held on:

**Monday, 27 June 2016, 6.00 for 6.30pm, Room. Cabinet Room, Back Bencher, via entrance off Kate Sheppard Place, Thorndon.**

**RSVP to** **info@randellcottage.co.nz** **or call Robyn on 4758 155 evenings**

**AGENDA:**

1. Welcome
2. Apologies
3. Quorum: 10 people
4. Receive and approve the Minutes of the June 08, 2015 , Annual General Meeting of Friends of the Randell Cottage:
5. Matters arising from the Minutes:
6. Receive and consider the Annual Report from the FRC Committee Chair:
7. Receive and consider the Annual Financial Statements:
8. Receive and consider a recommendation from the Committee of the annual subscriptions for the following year (2017/18): to be notified on the night.
9. The election of the Officers of the Society:

President: The Chair of the FRC Committee, **Sian Robyns,** has expressed her willingness to be nominated as President again.

Treasurer: **Tim Gruar** has expressed his willingness to be nominated as **Treasurer** again**.**

Secretary: **Robyn Skrzynska** has expressed her willingness to be nominated as Secretary again.

1. The election of the **three** Ordinary Members of the Executive Committee:

In accordance with the Rules:

**Maggie Rainey-Smith** has decided to resign from the committee.

**Anita Woods** has expressed her willingness to be nominated as a member of the Committee again.

**There is room for the nomination of at least one ordinary member to the committee.**

Note: Any other nominations for President, Vice-President, Treasurer and Committee, with
details of seconders (if any) and evidence of the willingness of the nominee
to serve should be emailed to the Secretary at info@randellcottage.co.nz
in advance of the meeting.

1. Any other business

At the conclusion of the business part of the meeting the Randell Cottage French resident writer, **Nicolas** **Fargues,** will speak.

**Wine and juice available for purchase at the bar upstairs. Nibbles will be served.**