

CHARTERED INSTITUTE OF LINGUISTS

NOTICE OF THE ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of the Chartered Institute of Linguists will be held on **Saturday 25 March 2017** at Queen Elizabeth II Centre, Broad Sanctuary, Westminster, London SW1P 3EE from **09.30am to 10.15 am**, in order to transact the following business:

1. To confirm the minutes of the Annual General Meeting held on 19 March 2016. (Minutes will be available at the Meeting, and may be obtained in advance on request.)
2. To elect Vice-Presidents.
3. To receive an announcement of elections to the Council.
4. To appoint Haines Watts as auditors and authorise the Council to fix their remuneration.
5. To receive the income and expenditure account for the year ended 31 August 2016, the balance sheet as at that date and the reports of the Council and the auditors.
6. Chair's report.
7. To consider and, if thought fit, to pass the following Resolutions:

RESOLUTION 1, to be proposed as an Ordinary Resolution:

That, except as otherwise provided in the Rules, the subscription payment by members of the Institute in each of the following grades of membership in respect of the twelve months commencing on 1 September 2017 and each twelve months thereafter until determined by members at a General Meeting should be:

	Rates (£)	
	Direct Debit/Overseas/Online	Offline/Cheques
Fellow	151	163
Member	126	136
Associates	114	124
Career Affiliate	85	87
IoLET Affiliate	25	25
Student Affiliate	0	0

Concessionary: 50% of the applicable full rate

RESOLUTION 2, to be proposed as a Special Resolution:

That the Rules of the Chartered Institute be amended as described in the attached Schedule. (The fully detailed amendments will be available at the AGM, and may be viewed in the Members' Area of the website at www.ciol.org.uk and obtained in advance by request.)

8. Any other business.

By Order of the Council

Date: 26 November 2016

To attend the AGM

Please register your intention to attend the AGM by emailing the membership team on membershipteam@ciol.org.uk or visit <http://tinyurl.com/gwmkayz> and click on TICKETS. The AGM is being held before CIOL Members' Day; attendance at Members' Day is optional. To attend the AGM only select 'CIOL AGM – does not include Members' Day' ticket type.

Notes

- 1.** A member entitled to vote at the meeting is entitled to appoint a proxy to attend and, on a poll, vote on his or her behalf. Under the Rules of the Chartered Institute, a proxy must be a member of the Company entitled to vote. On a show of hands a member present only by proxy shall have no vote. A form of proxy is enclosed with this notice for use at the meeting. Copies of the form are available on the website and should be completed, signed and returned as described in Note 3 below.
- 2.** If you do not give your proxy an indication of how to vote on any resolution, your proxy will vote or abstain from voting at his or her discretion. Your proxy will vote (or abstain from voting) as he or she thinks fit in relation to any other matter which is put before the Meeting.
- 3.** To be valid, the instrument appointing a proxy (together with the power of attorney or other authority, if any, under which it is signed or a notarially certified copy of such power or authority) must be deposited at the registered office of the Company (Dunstan House, 14a St. Cross Street, London EC1N 8XA) to be received not less than 48 hours before the time fixed for the Meeting. Completion and return of the form of proxy will not preclude members from attending or voting at the Meeting in person.
- 4.** Members may request copies of the last year's minutes and copies of the 2015/16 accounts and send in questions in advance of the AGM. E-mail requests should be submitted to info@ciol.org.uk.