

Institute of Internal Communication Limited
Annual General Meeting

Agenda



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The 56th Annual General Meeting of the Institute at:

The Apex City of Bath Hotel
James St W, Bath, BA1 2DA
at 2.00pm, Thursday 9th May 2019

1. To confirm the minutes of the 55th Annual General Meeting held at Hyatt Regency Hotel, Birmingham, B1 2JZ at 2.00pm, Thursday 10th May 2018.
2. To receive the report of the Board for 2018.
3. To receive and adopt the accounts for the year ended December 31st 2018.
5. To re-appoint Brebners of Sevenoaks, Kent, as auditors and authorise the Board to fix their remuneration.
6. To receive the names of those who will serve as honorary officers and members of the Board of Directors.

After the Board Chair has declared the closure of this year's meeting, attendees will be invited to raise questions on other matters of interest to Members. This general discussion will be outside the formal business of the AGM.

HONORARY POSTS

Vice Presidents: Simon Hughes MP; John Timpson; Jacqueline Gold;
Major Sir Michael Parker KCVO, CBE; Alan Peaford MBE FIIC; Justin King CBE; Jonathan Porritt CBE

OFFICERS

Chief executive: Jennifer Sproul
Events manager: Brenda Scott
Professional Development manager: Sarah Magee
Operations & Membership manager: Tim Beynon
Marketing Executive: Daniela Girardi

BOARD OF DIRECTORS 2018

At the end of the year the following were members of the Board:

Board Chair: Kate Jones FIIC
President: Suzanne Peck FIIC
Directors: Liz Cochrane FIIC; Rich Baker FIIC; Justine Stevenson FIIC; Phil Weare FIIC; Andy Williamson FIIC; Nada Zbirek FIIC; Steve Doswell FIIC; Oli Howard CIIC; Tam Sandeman MIIC; Andy Holt FIIC; Caroline Waddams CIIC

Full details of directors' dates of appointment/resignation are contained in the statutory accounts.

Company Number 781781

The Institute of Internal Communication Limited ('the Institute')



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I being a Fellow/Certified Member/Member/Affiliate member of the Institute hereby appoint

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as my proxy to vote for me and on my behalf at the Annual General Meeting of the Institute to be held on the 9th day of May 2019 and at any adjournment thereof.

Signed this day of 2019

Note: Persons entitled to attend and vote at the Annual General Meeting are entitled to appoint a proxy, who must be a Fellow, Certified Member, Member or Affiliate of the Institute, to attend and vote in their place. To be valid, proxy forms shall be deposited at the registered office of the Institute by 2pm on Tuesday 7th May (clearly marked for the attention of the Chief Executive) and shall be in the above form or as near thereto as circumstances admit. ***