



0121 622 7387

September 2020

AGM information to be held
Via Zoom at 2pm on the 25th November 2020

Dear Member

Please find enclosed Calling Notice, Proxy Form and the Agenda for the AGM on Wednesday 25th November 2020. Please note that the following will be posted on the IMF website (under AGM menu when approved by the Management board in October: -

2019-20 Report of the Management Board
2020 Agenda
Draft Annual Accounts for 2019-20
Draft 2019 minutes

This system saves the IMF a significant printing and postage cost as well as minimising paper waste! However, if you would prefer a hard copy (or an emailed copy) of any of the documents please contact me and I will send one in due course.

Your attendance at the AGM Zoom meeting would be welcome. If you are unable to attend the AGM please the complete proxy form overleaf.
It is unfortunate that due to COVID we are unable to have our usual Christmas Luncheon, and hope to hold an awards evening in the New Year when the restrictions are lifted.

If you would like to join the Zoom meeting please forward the email address you would like your joining instructions to be sent to by the 6th November 2020 to helen@materialsfinishing.org

Yours sincerely

A handwritten signature in black ink, appearing to read 'Helen Wood', written in a cursive style.

Helen Wood
Office Manager
helen@materialsfinishing.org

Proxy form for Voting at the AGM on Wednesday 25th November 2020

I, (we) name

.....

a member of the INSTITUTE OF MATERIALS FINISHING

Hereby appoint: -

.....

and failing him/her

.....

to vote for me (us) and on my (our) behalf at the Annual General Meeting of the Institute to be held on the 25th November 2020 and at any adjournment thereof.

As witness thisday of 2020

Signature

Membership Number

Of (address)

.....

.....

.....

NOTE: Only Professional Members, Affiliates and Sustaining Members are entitled to vote. Please forward the above to the Secretary General at Exeter House to be received prior to the day of the meeting.



AGM Calling notice

Notice is hereby given that the Annual General Meeting of the Institute of Materials Finishing for the year ended 30 June 2020 will be held via Zoom commencing at 2.00pm

Agenda

1. To approve the minutes of the Annual General Meeting held 28th November 2019
2. To receive the Report of the Management Board for the year ended 30 June 2020
3. To receive and adopt the Statement of Accounts for the year ended 30 June 2020
4. To approve the Officers
5. To appoint an Auditor for the 2020/21 session
6. Any other business

By order of G Armstrong

Secretary General

September 2020