

## AGM AGENDA

Time: 1:00 to 2:00pm

Date: Thursday 20<sup>th</sup> October 2022

Venue: Online via Microsoft Teams (registration details will be sent Wednesday 19<sup>th</sup> October 2022)



To attend this meeting and to receive the meeting invite or to send your apologies, please go to our [website](#).

1. **Present and Apologies** Fiona Fanning
  2. **[Minutes of the last SPACES AGM](#)** Jackie Lowe
  3. **Approval of last year's Accounts and Financial Statement** Andrew Rowe
  4. **Reports**
    - 4.1. Presidents' Report Jackie Lowe
    - 4.2. Vice President's Report Steve Rufus
    - 4.3. Events Director's Report Greg Keeling
    - 4.4. Finance Director's Report Andrew Rowe
    - 4.5. Scrutiny Director's Report Mark Dunne
    - 4.6. Membership Advisor's Report
    - 4.7. Technical Advisor's report Richard Daniels
      - 4.7.1. Architecture Helen Newman
      - 4.7.2. Engineering Steve Rufus
      - 4.7.3. Surveying Shaun Lunn
      - 4.7.4. Construction Mark Appleyard
    - 4.8. Marketing Advisor's report
  5. **Investiture of Presidents** Mark Dunne/Fiona Fanning
    - 5.1. **Steve Rufus – President, and incoming President's address**
    - 5.2. **Alex Gee – Vice President**
  6. **Election of Directors** Mark Dunne/Fiona Fanning
    - 6.1. **Director of Finance** – Andrew Rowe has agreed to restand
  7. **Approval of Advisors**
    - 7.1. **Advisor: Marketing and Communication** (2 year term) – Position Vacant - Nominations requested and will be voted for during the AGM
    - 7.2. **Advisor: Membership** (2 year term) – Position Vacant - Nominations requested and will be voted for during the AGM
    - 7.3. **Head of Profession – Architecture** (3 year term) – Nominations requested and this will be ratified at the AGM
    - 7.4. **Head of Profession – Engineering** (3 year term) – Nominations requested and this will be ratified at the AGM
    - 7.5. **Head of Profession - Project Management** (3 year term) – Nominations requested and this will be ratified at the AGM
- e are always looking for members to join the board, if you are interested in the roles above or have an interest in being a hub coordinator, part of the award judging panel, please [email Jackie Lowe and Steve Rufus](#) in the first instance.
8. **Any other matters brought to the attention of the President** Steve Rufus
  9. **Date of AGM 2023** Fiona Fanning
  10. **Close of Meeting** Steve Rufus

[www.thespaces.org.uk](http://www.thespaces.org.uk)

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Please can all nominations or resolutions be sent to Fiona Fanning, SPACES Manager, [manager@thespaces.org.uk](mailto:manager@thespaces.org.uk), by cop 21<sup>st</sup> September and all reports by 29<sup>th</sup> September 2022 to enable papers to be circulated prior to the meeting.

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