

*Friends of Kilmallie Church, Corpach*

*(Caraidean Eaglais Chille Mhàilidh)*

Taigh na Coille  
Badabrie  
Fort William  
Inverness-shire  
PH33 7LX

8<sup>th</sup> August 2023

Dear Friend,

Gathering and AGM 2023

As intimated previously, our inaugural Annual General Meeting will be held on Sunday 27<sup>th</sup> August after the morning service at Kilmallie Church. The AGM will be preceded by a workshop to consider, discuss and decide some matters, with a programme as follows.

**Following Morning Worship**

**Lunch:** Since our current kitchen does not permit preparation of food, we will have to bring our own but there will be opportunity to share.

**Results of Survey:** Our survey has been running for a few weeks and we will give a report on the many interesting ideas that have emerged. We will need to decide which to pursue and who could take them forward.

**Choosing the Friends Logo:** So far, we have been using the sketch of the Church but Molly Carlier has produced some fresh ideas for our consideration. The logo would appear on our website and publications, promotion of events and the like. Molly and Carolyn will lead the discussion.

**Next Steps:** This will allow the opportunity to discuss plans for the next few months, to be taken forward by the committee and those willing to lead.

**Inaugural Annual General Meeting**

**AGENDA**

- 1. Welcome by the Chair**
- 2. Apologies**
- 3. Chair's Report:** Cameron Malcolm
- 4. Finance Report:** Norma MacLellan, Treasurer. Having been incorporated on 27<sup>th</sup> February 2023, our first financial year end will be 31<sup>st</sup> March 2024 and so no formal accounts will be submitted to this inaugural meeting, only a receipts and payments summary. Friends will be encouraged to make Gift Aid Declarations as appropriate.

5. **Subscription:** The annual membership subscription was initially set at £5 for members and associates and the AGM will be invited to set the amount for the coming year.
6. **Appointment of Trustees:** The constitution requires the members to elect up to five trustees at an AGM to form the board. The trustees thereafter, from within the elected trustees, shall appoint a chair, a treasurer and a secretary. The trustees may elect other office-bearers from within their number, as they consider appropriate.
7. **Co-opted Trustees:** The board may appoint up to two other trustees, either on the basis that they have been nominated by Fort William Kilmallie Parish, or on the basis that they have specialist experience and/or skills which could be of assistance to the board. It is recommended that the Kirk Session be invited to nominate a trustee.
8. **Appointment of the Independent Examiner**
9. **Any Other Competent Business**
10. **Conclusion of Meeting:** It is anticipated that the proceedings be finished by 2:30pm

**Proxy Voting:** The constitution permits proxy voting and any member wishing to appoint a proxy to speak or vote on their behalf should submit the form below to the Secretary. The proxy need not be a member of the Friends but cannot be a proxy for more than two people. The Chair of the meeting may be appointed as a proxy.

**Audio Visual Link:** We have discretion to set up a link and could do so for the AGM element, if anyone asks for it. In considering this, bear in mind that while Associates can speak at the AGM, they cannot vote. If you would like to join through an audio-visual link, please let me know by a few days before the meeting.

Yours sincerely,

John C Hutchison  
**Secretary**

### APPOINTMENT OF A PROXY

I ....., of (address)....., being a Member of the **Friends of Kilmallie Church, Corpach**, hereby appoint ..... as my proxy to attend for me and vote on my behalf at the AGM to be held on Sunday 27<sup>th</sup> August 2023.

Signature of member who is appointing the proxy .....

Dated.....day of August 2023.

**Friends of Kilmallie Church, Corpach (Caraidean Eaglais Chille Mhàilidh) is a SCIO, with number SC052360**

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