

To All Members of Friends of Westonbirt Arboretum

Dear Members,

Annual General Meeting – Wednesday 22 May 2019, 6pm in the Great Oak Hall

We look forward to seeing as many members as possible at our AGM on 22 May. Please ensure that you bring your membership card with you for registration.

Whilst the business of the meeting will start at 6pm, we invite you to join us from 4pm for refreshments followed by a special behind the scenes tour and talk from our Propagator Penny Jones and new Dendrologist Michal Dvorak, who has recently joined us from Kew Gardens. Just before 6pm we will gather back in the Great Oak Hall for the formal part of the meeting.

Please find enclosed the following papers that you may want to look through before the meeting:

- Formal notice of the AGM with Agenda
- Minutes from the 2018 AGM
- A proxy form which you can use should you be unable to attend the AGM in person

Charity Trustees

This year the trustees who are due to retire, as required by our articles of association, are John Hammond, Margaret Headen and Malcolm Potter and we thank them all for their work and support over the years.

Mike Howarth has completed his first term of office and has been formally elected by the board for a second term. We welcome three new trustees to the board, Beth Bottrill, Martin Green and Rachel Walker, each of whom will introduce themselves to members at the AGM.

Proxy Voting

We hold the right to include a proxy under section 324 of companies act 2006. If you are unable to attend the meeting please make your voice count by exercising your vote using the enclosed proxy voting form. You may choose as your proxy either the Chair of the meeting or a named person you know will be attending. Your proxy is entitled to speak on your behalf in discussions, as well as voting on anything requiring a vote.

The completed form needs to be sent back to reach us by Sunday 19 May at the latest; this does not stop you coming to vote in person should you find that after all you are free. Do please read the notes on the proxy form carefully before filling it in.

I look forward to seeing you on 22nd May.

Yours sincerely

Mike Mintram
Chair of Trustees