

# AGM DATES FOR YOUR DIARY

- **Club AGM** must be held on or before **22nd November 2023**
- **County AGM** must be held on or before **8th December 2023**
- **Provincial AGM / Education Council or International Board Annual Convention** must be held on or before **20th & 21st January 2024.**

For all AGM's Club Secretaries are required to:

- Send out notifications, Bye-Laws and motion papers 5 weeks before AGM
- Send out the following 10 days before AGM:
  - Agenda
  - 2022 AGM Minutes
  - Secretary Report
  - Financial Report
  - Nominations for Executive Committees
  - Notices of Motions and Bye-Laws.

**CLUB AGM:**  
ON OR BEFORE 22ND NOVEMBER 2023

**COUNTY AGM:**  
ON OR BEFORE 8TH DECEMBER 2023

**PROVINCIAL AGM, EDUCATION COUNCIL OR  
INTERNATIONAL BOARD ANNUAL CONVENTION:**  
ON OR BEFORE 20TH & 21ST JANUARY 2024

## CHECK LIST

Notifications, Bye-Laws and motion papers 5 weeks before AGM

**CLUB:**      **COUNTY:**      **OTHER:**

          

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- Agenda
- 2022 AGM Minutes
- Secretary Report
- Financial Report
- Nominations for Executive Committees
- Notices of Motions and Bye-Laws.