



## **Bishops Prep and Pre-Prep Parents Association**

### **Notice of the 2022 virtual Annual General Meeting of the Bishops Prep and Pre-Prep Parents Association And Call for nominations for the election of committee members to the Bishops Prep and Pre-Prep Parents Association Executive Committee**

17 August 2022

Members of the Bishops Prep and Pre-Prep Parents Association (the “PA”) are hereby giving notice of the intention to hold a virtual Annual General Meeting (“AGM”) this year for the PA. Given that the dispersed nature of the Bishops Parent community, the very busy schedules and various work, family and other commitments of our members, it is deemed in the best interest of the PA membership that a virtual AGM be held.

As such the Virtual AGM will assume the following format:

1. **Notice of AGM** – this serves as notice of the upcoming AGM.
2. **Call for nominations and election of PA Committee members** – this serves as a notice of a call for nominations.
  - a. Nominations for committee members must be received by 18h00 SAST on Monday 22nd August 2022. All nominations to be emailed to Alison Cunnold at [acunnold@bishops.org.za](mailto:acunnold@bishops.org.za).
  - b. **Nominee information:** Please use form attached
  - c. Members are welcome to nominate themselves or others.
  - d. We will notify all nominated members and confirm availability.
3. **Chairman’s and Treasurer’s Reports**
  - a. These reports will be distributed for review on Wednesday 24<sup>th</sup> August 2022. Any queries or comments are welcome, either electronically or telephonically.
  - b. Members will be given the opportunity to vote in favour or against the tabled reports in Election Ballot mentioned below.

4. **A Virtual election** will be held between Wednesday 24th August and Monday 29th August 2022.
  - a. An email with a ballot of all nominated members will be distributed to PA members on Wednesday the 24<sup>th</sup> August 2022.
  - b. There will be six (6) positions available for election at the 2022 PA AGM. Some of the current elected PA members have made themselves available for re-election.
  - c. Each PA member will be entitled to vote for up to 6 members.
  - d. An email containing an online voting form will be sent out and needs to be completed by 21h00 SAST on Monday 29th August 2022.
5. **Other motions:** Members are entitled to raise any other motions for consideration at the AGM. Such motions should be received by 18h00 SAST on Friday 26th August 2022, by emailing the Chair at [delene@hopeafrica.org.za](mailto:delene@hopeafrica.org.za).
6. **The Virtual AGM** will effectively take place on Wednesday 31st August 2022 at 18h30, at which time the votes for Committee nominees, support for presented reports and other motions will be considered and collated. The Chair and Treasurer will be available to field any questions on an online platform (to be confirmed).
7. **Results of AGM and Election:** The Chair will communicate the results of the AGM and the election to members of the PA on the Wednesday 31<sup>st</sup> August 2022 after the AGM electronically.
8. **Quorum for AGM:** In line with the Constitution of the PA, a meeting is quorate with 20 members in attendance. As such all members electronic votes will be considered attendance for the purposes of determining a quorum.
9. All elected PA Committee members will be informed of their election and will be notified when the first meeting of the PA will be.

Should you have any questions or comments about this Notice, please contact Delene at [delene@hopeafrica.org.za](mailto:delene@hopeafrica.org.za).

Delene Mark  
Chair: Bishops Prep and Pre – Prep Parents Association  
17 August 2022