



Registered Charity No. 1172445

**The 5th Annual General Meeting of The Devon and Exeter Institution Charitable Incorporated Organisation (CIO) will be held on Thursday 20th October 2022 at 2:00 p.m at The Guildhall (Being also the 33rd Annual Meeting of the Devon and Exeter Charitable Association and 209th Annual Meeting of the Institution since its formation).**

## **AGENDA**

1. Apologies
2. Chair (John Reeves) of the Board of Trustees: Introductory Remarks.
3. Approval of the Minutes of the AGM held on 21st October 2021. A printed copy of these is available in the DEI Office and is also posted on the DEI website.
4. Matters arising
5. Hon. Secretary (Ruth O'Neale): Membership report and in memoriam.
7. Hon. Treasurer (Richard Templeton): Report and presentation of the accounts for the year ended 30 June 2022.
  - 7.1 Resolution: That the Audit and Statement of Financial Activities for the year ended 30 June 2022 is received by members.
  - 7.2 Resolution: That the Devon and Exeter Institution appoint Griffin Chartered Accountants as Independent Examiners/ Auditors of the accounts for the 2022-23 financial year.
8. Annual Report from the Director (Emma Dunn) and Librarian (Sonia Llewellyn)
9. Election of Trustees

There are 2 nominees standing this year and we have 4 possible trustee posts to fill, so there will not be a contested election. We are still seeking new trustees with financial, building conservation or relevant legal experience, and will seek to recruit again in the New Year.

- Hannah Jones standing for election to a three-year term
- Shane Cormie standing for re-election to a three-year term

10. Any other business

*Notes: Details of the Audit and Statement of Financial Activities for year ended 30 June 2022, the Annual Report and details of persons standing for election as trustee can be found on the Devon and Exeter Institution website.*

*Any full member of the Institution present at the meeting may vote provided that his or her membership is not in arrears. Associate members are not entitled to vote.*