

YATE & DISTRICT TWINNING ASSOCIATION

Hon. President: The Mayor of Yate

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10 September 2016

Dear Members,

Annual General Meeting 2016

I am writing to remind you that the Annual General Meeting will take place in Poole Court at 7.00 p.m. on Friday October 21st.

Please find enclosed nomination forms for Officers and Management Committee Members. I would be pleased to receive completed nominations by September 16th so that the Agenda for this year's meeting and the Minutes of the 2015 Annual General Meeting can be circulated along with a list of members nominated for election.

The Constitution of the Twinning Association requires that any proposed amendments should be circulated to all members at least 14 days before the A.G.M. If you have any proposals for amendments or improvements to the wording of the Constitution please let me have them in writing on or before Friday September 16th.

Thank you in anticipation.

Yours sincerely,

Ruth Boulton
Secretary

Please note: this meeting will be followed by the '2016 planning meeting' - to which all members are invited to attend, and contributions for the planning of the year ahead would be much appreciated.