

**The Neotropical Bird Club**

**(Registered Charity Number: 1040130)**

**Chairman's Announcement & Revised Notice of Annual General Meeting**

**Chairman's Announcement**

Dear Member

**Cancellation of Birdfair & Change of Annual General Meeting 2020**

You will recall that I wrote to you on 4 May 2020 about how the cancellation of the British Birdwatching Fair (BBWF) had impacted on our plan to hold our Annual General Meeting (AGM) at BBWF on 22nd August 2020. Unfortunately, the Covid-19 pandemic remains with us and by virtue of the UK Government's restrictions it is unlikely that we will be able to hold what might be called a 'normal' AGM in the foreseeable future. As a result, your Council has been considering how best to re-arrange the AGM.

Taking into account that:

- there is very important business to conduct at the AGM (including amending the Constitution so that we can launch our exciting NBC Ambassadors Programme);
- for regulatory reasons we must hold the AGM by October; and
- Government public meeting restrictions are likely to remain in place for a few months

Council has decided we should press ahead with the AGM on 22 August but:

- the timing will change to 10 am;
- the meeting will be relocated to the location we used for the Special General Meeting on 8 June; and
- the Agenda will remain unaltered (except that the Officers' reports will be written rather than verbal).

For the sake of good order, you will find with this letter a Revised Notice of Annual General Meeting that reflects the above. This supersedes the Notice of AGM, enclosed with your copy of *Neotropical Birding* 26, that had BBWF as the location for the AGM.

**Attendance at AGM 2020 (22 August 2020)**

As I said earlier, we envisage that there will continue to be UK Government restrictions limiting public gatherings. **Therefore, I urge you not to try to attend the AGM on 22 August in order to ensure the safety of others.** I have arranged that at least one Officer of the NBC and one other member of the NBC will attend the meeting so this will ensure that the meeting's business can be conducted. If there is some 'relaxation' in Government restrictions concerning public gatherings I will in the week prior to the meeting date, announce on the NBC's website (set out below) if it is possible for more people to attend.

**Questions for AGM 2020 (22<sup>nd</sup> August 2020)**

I realise that many members will be disappointed by the possibility that they may not be able to attend the AGM. I am sure you will appreciate it is only because of the exceptional circumstances that we have to limit attendance. However, in order to provide members with the opportunity to raise questions about any item on the Agenda we are putting in place a facility for members to put

questions in advance of the meeting. So, if you have any such questions please email [secretary@neotropicalbirdclub.org](mailto:secretary@neotropicalbirdclub.org) or write to NBC c/o 2 Wall Street, Lee over Sands, St Osyth, Essex CO16 8EU, UK. Please ensure your email or letter arrives no later than 7 days prior to the date of the meeting. If we can, we will answer each question by publishing on the NBC's website ([www.neotropicalbirdclub.org](http://www.neotropicalbirdclub.org)), on or around the date of the meeting, a summary of questions & answers.

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Thank you for your understanding at this difficult time for all of us.

I wish you and your loved ones good health and safety.

D J Fisher Chairman of the Neotropical Bird Club

Dated 20 July 2020

**The Neotropical Bird Club**

**(Registered Charity Number: 1040130)**

**Revised Notice of Annual General Meeting (Note 1)**

**NOTICE IS HEREBY GIVEN that the 27<sup>th</sup> Annual General Meeting of the Neotropical Bird Club will be held at 9 Pound Close, Long Ditton KT6 5JW, United Kingdom at 10:00 on Saturday 22<sup>nd</sup> August 2020 to transact the following business**

**Agenda**

- 1. Apologies for absence-** to record apologies from absent members.
- 2. Minutes of 26<sup>th</sup> Annual General Meeting 2019-** to approve the draft minutes of the previous Annual General Meeting. *(Note 2)*
- 3. Matters Arising-** to consider matters arising from the draft minutes of the previous Annual General Meeting.
- 4. Chairman's Report for 2019-** to receive the Chairman's written Report.
- 5. Treasurer's Report and presentation of independently examined accounts for 2019 and Trustees' Report-** to receive the Treasurer's written Report including his review of the accounts and Trustees' Report. *(Note 3)*
- 6. Election of Chairman-** to re-appoint David Fisher as Chairman and a trustee until the conclusion of the next Annual General Meeting.
- 7. Election of Treasurer-** to re-appoint Chris Collins as Treasurer and a trustee until the conclusion of the next Annual General Meeting.
- 8. Election of Secretary-** to re-appoint Chris Balchin as Secretary and a trustee until the conclusion of the next Annual General Meeting.
- 9. Election of other trustees-** to re-appoint the following as trustees until the conclusion of the next Annual General Meeting-Carl Downing, Charles Wilkins, Rob Clay, Roberta Goodall, Manuel Sanchez, Robert Williams, John Clark, Mike Dawson and John Thirtle. *(Note 4)*
- 10. Election of Independent Examiner-** to re-appoint Michael Goddard as Independent Examiner until the conclusion of the next Annual General Meeting.
- 11. Alteration to the Constitution-** to consider and vote upon the following resolution. *(Note 5)*

That clause 21 of the Club's Constitution (Representatives of the Club) be deleted and replaced by the following:

"21. Ambassadors of the Club

21.1 The Trustees may appoint one or more members of the Club to act as unpaid "ambassadors" of the Club ("the Ambassadors"). The Trustees shall adopt such terms of appointment for the Ambassadors as they shall deem appropriate including (but not limited to) eligibility, duration of appointment, and role.

21.2 The Trustees must keep a list of names and addresses of the Ambassadors."

## **12. Any other business.**

Please notify the Secretary of any business to be raised under this item by 4:30 pm on Thursday 19 August 2020. He can be contacted at [secretary@neotropicalbirdclub.org](mailto:secretary@neotropicalbirdclub.org)

**By order of Council – C S Balchin**

**Dated: 20 July 2020**

### **Notes to the Agenda**

1. This Notice replaces the Notice of Meeting dated 1 April 2020. It is substantially in the same terms except for change of location, time of meeting, the Chairman's, Treasurer's and Secretary's Reports will be delivered in writing and other consequential changes.
2. Copies of the draft Minutes will be displayed on the Club's website-<https://www.neotropicalbirds.org> immediately prior to the meeting.
3. Copies of the draft accounts will be displayed on the Club's website-<https://www.neotropicalbirds.org> immediately prior to the meeting.
4. The three officers and the other trustees constitute the Council of the Club.
5. The principal reasons for changing the Constitution were set out in the Notice of Meeting sent to members on 1 April 2020.

Clause 21 of the Constitution currently reads as follows:

**21.1. The Trustees may appoint representatives in Neotropical and non-Neotropical countries to advise and to assist them with the work of the Club ("Regional Representatives") including contacting members (or those who were members within the prior twelve months) in relation to any matter related to membership (including non-renewal of membership or membership arrears). The selection and precise role of Regional Representatives shall be determined by the Trustees. Each Regional Representative shall retire with effect from the conclusion of the next annual general meeting after his or her appointment but shall be eligible for re-election at that annual general meeting.**

**21.2. The Trustees must keep a list of names and addresses of the Regional Representatives which must be made available to any member upon request.**