

Wales Weightlifting Federation Ltd **08704264**  
Canolfan Brailsford Sports Centre,  
Ffriddoedd Road,  
Bangor University,  
Bangor,  
Gwynedd,  
LL57 2EH

## Weightlifting Wales Notice of the 2024 Annual General Meeting

The 2024 Annual General Meeting will be held virtually on **Wednesday 11<sup>th</sup> December 2024**, 17:30pm via Zoom, meeting details are below:

**Topic: Weightlifting Wales Annual General Meeting 2024**

**Time: December 11, 2024 05:30 PM London**

### Join Zoom Meeting

(details with a link to join and meeting ID/passcode will be sent out to members nearer the time)

Only Weightlifting Wales members with a valid membership will be able to attend and must login using the email account registered to their membership, so that Weightlifting can verify who is attending. If any members need their email address details updating, they need to contact the Business Support Officer ([admin@weightlifting.wales](mailto:admin@weightlifting.wales)) as soon as possible.

All members have the right to nominate a proxy to vote, attend, and speak on their behalf at an Annual General Meeting if they are unable to attend the meeting themselves. Information about how to nominate a proxy is detailed in the Guidance Notes, accompanying this notice. The deadline to nominate a proxy will be **Monday 9<sup>th</sup> December**.

Members may be asked to consider and to vote on ordinary or special resolutions, as well as any questions they may have about anything discussed through the meeting. Voting will be held by a show of hands during the AGM, however for those unable to attend the meeting, there are alternative ways to vote, details in the Guidance Notes on the following page.

Please note that there will be no new elections or re-elections of board directors needed to be made at this year's AGM.

Any motions to be put forward for the AGM, must be sent to Weightlifting Wales via email or post by **Wednesday 30<sup>th</sup> October**. Email and address details can be found in the Guidance Notes.

An agenda will be circulated along with any other relevant documentation for the AGM by no later than **Wednesday 20<sup>th</sup> November**.

Please see the AGM Guidance Notes for more details on the next page.

# Annual General Meeting Guidance Notes



## Voting

Any motions to be voted will be conducted by a show of hands during the AGM.

Members unable to attend the meeting have two options to vote:

### Option 1

Members may submit an early vote via Election Runner. This will open on **20<sup>th</sup> November 2024 till 9<sup>th</sup> December 2024**. Members wishing to vote in this way must send an email / letter to Weightlifting Wales explaining that they wish to do so, and Weightlifting Wales will then provide the link. Please email [office@weightlifting.wales](mailto:office@weightlifting.wales) or write to; Weightlifting Wales Office, Canolfan Brailsford Sports Centre, Ffriddoedd Road, Bangor University, Bangor, Gwynedd, LL57 2EH.

Should the member be able to attend the AGM after voting via Election Runner, they will not participate in the AGM show of hands vote, as their vote cannot be discounted in Election Runner.

Votes received via Election Runner will be added to the AGM votes by the Chair of the meeting. An early vote may be submitted up until **5:30pm on Monday 9<sup>th</sup> December 2024**.

### Option 2

Members may nominate a proxy to vote on their behalf during the AGM. Anyone may be nominated to be a proxy. Nominations for proxies will close at **5:30pm on Monday 9<sup>th</sup> December 2024**.

If you nominate a proxy to vote on your behalf, and you find you can attend the meeting and vote yourself, you can notify Weightlifting Wales and your proxy nomination will be cancelled, you can then participate in the vote during the AGM.

## Nominating a Proxy

To nominate a proxy to attend, vote or speak on your behalf during the AGM, a proxy form must be completed, signed by hand by the member, and sent to Weightlifting Wales either via email to [office@weightlifting.wales](mailto:office@weightlifting.wales) or sent via post to Weightlifting Wales Office, Canolfan Brailsford Sports Centre, Ffriddoedd Road, Bangor University, Bangor, Gwynedd, LL57 2EH.

A Proxy may be submitted up until **5:30pm on Monday 9<sup>th</sup> December 2024**.

### **Submitting Motions**

Members must submit any motions by **Wednesday 30<sup>th</sup> October** in writing or via email to: [office@weightlifting.wales](mailto:office@weightlifting.wales) or sent via post to Weightlifting Wales Office, Canolfan Brailsford Sports Centre, Ffriddoedd Road, Bangor University, Bangor, Gwynedd, LL57 2EH. You must detail your membership number, name and contact information within this communication.



### **Attending the Annual General Meeting**

Members must sign into the meeting using the email address linked to their membership account, so that Weightlifting Wales are able to verify those attending.

Members will be asked to keep their cameras on and their microphones off during the meeting unless they request to speak, in which case they may raise their hand physically or using the 'Raise hand' icon on Zoom.