To Club Secretaries, Representative Members, Full Members and Life Vice Presidents

The Annual General Meeting of Surrey County Chess Association will take place on Sunday 28 June and will by a video conference (but with the option of using a telephone) via Zoom. You can find guidance on how to connect using Zoom in the attached AGM Agenda.

Please find the following attachments:

* The Agenda
* SCCA CLG accounts 2019-2020
* SCCA proforma accounts 2019-2020
* List of voting entitlement 2020
* AGM Minutes 2019
* Finance Minutes 2019
* League Composition Minutes 2019
* Membership form
* Nomination form
* Proxy form

The list of voting entitlement for 2020 shows the number of Representative Members to which each club is entitled and the nominations received so far. You can advise me if you wish to change any of your club nominations by email, letter or submitting a nomination form.

You can refer to my email of 15 April providing notice of the AGM concerning the Membership forms, Nomination forms and Proxy forms.

Please look at item 2 of the Agenda in respect of Proxy voting and the information below.

Only Representative Members of Clubs can vote at General Meetings.  Clubs should ensure that their list of Representative Members is up-to-date; if necessary, an amended list can be sent to Paul Shepherd (e-mail is acceptable) at [tv1div1@surbitonchessclub.co.uk](mailto:tv1div1@surbitonchessclub.co.uk).

In light of the restrictions arising from Covid-19, the 2020 General Meetings will be held online via Zoom.  Although the meetings are of course open to all, and each Representative Member has the right to attend and to vote, to help mitigate the practical difficulties of meeting online, it is requested that only one representative speak and vote on behalf of each club.  To ensure that Clubs can exercise their full voting power, this would necessitate the execution of proxies by each Representative Member in favour of this representative.

Proxies may be sent to Paul Shepherd, provided that they are received before the relevant meeting, although early submission would be helpful.  The Articles of Association currently require that a proxy be signed, and can therefore be effected only in hard copy; however, the Board has proposed a change to the Articles to admit proxies sent by e-mail by the individuals giving them, obviating the requirement for a hard-copy signature.  Although such proxies will not be valid at the start of the AGM, this proposal is to be dealt with as the first item of business, and if it is passed (as a Special Resolution it requires a 75% majority of votes cast), these proxies would then apply for the remainder of the meeting to ensure full voting rights as intended.

The wording of the proxy is specified in the Articles and for ease of reference is set out below:

SURREY COUNTY CHESS ASSOCIATION

                   I, [name] being a Representative Member of the Surrey County Chess Association, hereby appoint [name] as my proxy to vote for me on my/our behalf at the General Meeting of the Company to be held on [date] and at any adjournment thereof.

In light of the Covid-19 restrictions, Clubs are encouraged to update their list of Representative Members and to submit proxies by e-mail where possible.

Directors and Officers Reports

Directors and Officers are asked to provide me with their written reports by 20 June. If a report is received after June 20th it will be regarded as a “nil return”; there will be no time at the AGM to deliver a verbal report in such circumstances

Cups & Trophies

In view of the current situation and lockdown we ask that clubs that hold cups and trophies retain them for safe keeping at this time.

Practice Zoom Meeting

In order to check that AGM attendees can access a Zoom meeting and to allow some practice of the meeting protocols that will be used at the AGM a practice Zoom meeting has been scheduled one week before the AGM. Details of the meeting are below. For those intending to attend the AGM, please try to make the time to call into this practice session please.

Paul Shepherd is inviting you to a scheduled Zoom meeting.

Topic: Practice Session Ahead of SCCA AGM  
Time: Jun 21, 2020 02:00 PM London

Join Zoom Meeting  
<https://us02web.zoom.us/j/83677307465?pwd=U0dOY3JHN0krRGVtUmVuUEdDRmh6Zz09>

Meeting ID: 836 7730 7465  
Password: 608918  
One tap mobile  
+442034815240,,83677307465#,,1#,608918# United Kingdom  
+441314601196,,83677307465#,,1#,608918# United Kingdom

Dial by your location  
+44 203 481 5240 United Kingdom  
+44 131 460 1196 United Kingdom  
+44 203 051 2874 United Kingdom  
+44 203 481 5237 United Kingdom  
Meeting ID: 836 7730 7465  
Password: 608918  
Find your local number: https://us02web.zoom.us/u/kb9Eu2iIg4

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Administrative Director  
  
Surrey County Chess Association  
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