

INSTITUTE OF LEADERSHIP AND MANAGEMENT
ANNUAL GENERAL MEETING

To be held via Webinar* at 4.20 pm on Thursday 9 July 2020

AGENDA

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| 1. Welcome & Introduction | 4.20 pm prompt |
| 2. Questions | |
| 3. Voting on the Resolutions | |
| 4. Chairman's Introduction of new Trustees & closing remarks | |
| 5. Close | 5.00 pm |

*Note: You will be invited to register to attend online. Once booked instructions on how to join the webinar will be emailed to you.

INSTITUTE OF LEADERSHIP AND MANAGEMENT

NOTICE OF ANNUAL GENERAL MEETING 2020

Notice is hereby given that the 73rd Annual General Meeting of The Institute of Leadership and Management will be held at 4.20 pm on Thursday 9 July 2020, (via webinar), for the purposes of considering and, if thought fit, passing the following resolutions which will be proposed as ordinary resolutions:

Ordinary Resolutions

- 1 To receive and consider the Report of the Directors, the Income and Expenditure Account, the Balance Sheet and the Report of the Auditors thereon for the year ended 31 August 2019.
- 2 To appoint J W Hinks LLP as auditors of the Institute to hold office from the conclusion of the next meeting at which the Accounts are laid before the Institute and to authorise the Board to fix their remuneration.

Dated 12 December 2019

By order of the Board

Beverley Hogg

Company Secretary

Registered office: Pacific House, Relay Point, Wilnecote, Tamworth B77 5PA

Proxies

Due to the current and continuing uncertainty with regard to the Coronavirus (COVID19), it will not be possible to hold a physical Annual General Meeting (AGM) this year. A member entitled to attend and vote at the AGM is entitled to appoint a proxy. However, because of the constraints we find ourselves in this year, members should only appoint the Chairman as their proxy. The appointment of a proxy does not prevent the member from joining the webinar and voting at the AGM. Details of how to vote can be found on the Proxy form. To be effective, the instrument appointing a proxy, and any power of attorney or other authority under which it is executed (or duly certified copy of any such power or authority), must be deposited not later 4.20 pm on Tuesday 7 July 2020.

Resolution 1

Members will receive with this Notice a copy of the Annual Report & Financial Statements for the year ended 31 August 2019. Questions concerning finance which members wish to be answered at the AGM must be received by the Institute via the MiVoice Proxy voting site or by emailing Beverley Hogg at beverley.hogg@institutelm.com before 4.20 pm on Thursday 2 July 2020.

Resolution 2

This resolution authorises the appointment of J W Hinks LLP (who have expressed their willingness to be appointed) as auditors of The Institute of Leadership & Management and authorises the Board to fix their remuneration.