



PRELIMINARY NOTICE OF MEETING

Notice is hereby given today, 1 July 2019, that the
One Hundredth Annual General Meeting
of the
Women's Engineering Society
will be held at the
Copthorne Hotel, Paradise Circus,
Paradise Place, Birmingham B3 3HJ
Saturday 19 October 2019 at 14:00 hrs

Your attention is drawn to the Preliminary Agenda set out below and to the lists overleaf showing which Ordinary Members of Council whose Council term has come to an end, or who intend to resign at the AGM, and the vacancies for Honorary Officers (all of whom are elected annually).

All Council Members, Honorary Officers and Appointed Directors retiring at the 2019 AGM are eligible to be re-elected.

Nominations for Council and Honorary Officers must be received by **22 July 2019**.

Additional Agenda items must be received by **19 August 2019**.

If you are interested in taking on any of these roles, please contact the Clerk to Council at the WES office at info@wes.org.uk for more information about the roles and the nomination procedure.

PRELIMINARY AGENDA

1. Notice convening the Meeting
2. Apologies for absence
3. Minutes of the Ninety Ninth Annual General Meeting
4. Matters arising therefrom, not included in the following items
5. Correspondence
6. Consideration of the income and expenditure account and balance sheet, and the report of the Reviewing Accountants for the year to 31 March 2019
7. Annual Report to Council including the reports of the Directors.
8. Consideration of Special Resolutions (if any)
9. Declaration of Election of Honorary Officers and Ordinary Members of Council
10. Appointment of Reviewing Accountants



Agenda Item 9: Elections to Council 2019-2020

Article 55 of the Memorandum and Articles reads as follows:

*“Not less than two months before the date of the Annual General Meeting at which Honorary Officers and Ordinary Members of Council are due to retire, the Directors shall notify to every member of the Society the **vacancies about to occur**, the **names of the retiring members of the Council**, and the **names of persons nominated by the Directors**. “Within twenty-one days of the issue of the Directors’ list, **any three members of the Society entitled to vote**, but not more than three, **may nominate any other eligible person for any vacancy** by submitting to the Honorary Secretary such nominations in writing, and also notice in writing, signed by the person to be proposed of willingness to serve if elected...””*

All Council Members, Honorary Officers and Appointed Directors retiring at the 2019 AGM are eligible to be re-elected.

Persons nominated by the Directors:

At their meeting of 13 April 2019, the Directors decided not to exercise their right to nominate anyone to the Council.

Vacancies about to occur:

President

Vice-Presidents x 3

Honorary Secretary

Honorary Treasurer

Additional Directors appointed by and from the Council x 2

Ordinary Members of Council for the term 2019-2022 x 17

All Honorary Officers serve a term of one year and all Council Members serve a term of three years. Nominations are welcomed for each position and the 17 Council vacancies.



Members of the Council whose term ends on 19 October 2019

Yasmin Ali	Kati Gastrow	Fiona Okonkwo
Betty Bonnardel-Azzarelli	Jennifer Glover	Henrietta Stock
Alison Carey	Ursula Heng	Jay Surti
Katherine Critchley	Sophie Hutchins	Adriana Vargas-Colwill
Jo Douglas-Harris	Ifeyinwa Rita Kanu	Milada Williams
Elina Efthymiou	Georgia Kremmyda	

Retiring Honorary Officers (term of office ends on 19 October 2019)

President	Dawn Childs
Vice-President	Betty Bonnardel-Azzarelli
Vice-President	Roseni Dearden
Vice-President	Petra Gratton
Hon Secretary	Sally Sudworth
Hon Treasurer	Alison Carey

Retiring Additional Directors (term of office ends on 19 October 2019)

Jo Douglas-Harris Ursula Heng

Nominations are invited from all paid-up members to fill the vacancies on Council and as Honorary Officers

For clarity, the names of those Council Members whose terms end in 2020 and 2021 are given below.

Members of the Council whose term continues beyond 19 October 2019

Jacinta Caden (2020)	Petra Gratton (2020)	Benita Mehra (2020)
Ruth Carter (2021)	Reema Harfoushi (2020)	Carol Morris (2020)
Sarah Chen (2020)	Chiara Heide (2020)	Sally Sudworth (2020)
Dawn Childs (2020)	Katherine Kirk (2021)	Jess Wade (2020)
Roseni Dearden (2020)	Jessica Mason (2020)	

Benita Mehra is also the Immediate Past-President.



Information about Appointments

Appointments to the Council are for three years and appointments as Honorary Officers are for one year.

Honorary Officers, including Vice Presidents, are Directors and Trustees of WES and as such are responsible for important areas of WES' remit. Any eligible Member may be nominated for any post.

Honorary Council Members and Council-Appointed Directors are Directors of the Company and Trustees of the Charity, Information about the responsibilities of a Charity Trustee can be found at <https://www.gov.uk/topic/running-charity/trustee-role-board>.

Meetings currently take place on four Saturdays a year – usually in London – with reasonable travel costs reimbursed.

Nominations

Nominations for the position of **President** must be signed by three current Members of the Council. Nominations for any other **Honorary Officer** position must be signed by three current or former Members of the Council. Nominations for vacancies on the **Council** must be signed by any three Members (please contact the WES office if this is a problem).

Please use the attached nomination forms for candidates to the Council and/or to the Honorary Officer positions. If a candidate wishes to be nominated to the Council **and** as an Honorary Officer, a **separate** form must be completed for each nomination. The same Member may nominate a candidate for both Council **and** an Honorary Officer position if the nominator fulfils the conditions for nominating Honorary Officers as stated above. Candidates may not nominate themselves.

Close of Nominations

Article 55 requires that all nominations be received by the Clerk to Council within 21 days of this notice. **Nominations must therefore be received on or before 22 July 2019**. If you are interested in taking on any of these roles, please contact the Clerk at the WES office at info@wes.org.uk for more information.

Elections

If more than one candidate is nominated for any position, an election will be held by postal ballot of all WES members during September and October 2019, closing on **11 October 2019**, seven days in advance of the AGM.