

HBA Secretary
Email: secretary@hbauk.com
Telephone: 0300 121 0503

16th January 2019

Dear Recipient,

Annual General Meeting 2019

The HBA Annual General Meeting will be held on Saturday 30th March 2019, at the Best Western Stoke-on-Trent Moat House Hotel, Etruria Hall, Festival Way, Stoke-on-Trent, ST1 5BQ, during our National Conference. Attendance at the meeting is open to representatives of all Full Member stations, and to Associate Members, without charge.

Trustee Elections

The Trustee Board currently consists of:

Chairman of Trustees: Grant McNaughton
Elected Trustees: Nigel Dallard (Board Secretary)
Darran Huish
Graham Medhurst (Vice Chair)
Ian Pinnell
(1 x vacancy)
Appointed Trustees: Mike Sarre (Treasurer)
(2 x vacancies)

The roles within the Trustee Board of Vice Chair, Board Secretary, and Treasurer are appointed by the Trustees from within the Elected Trustees, or by the recruitment of Appointed Trustees. The latter positions are to allow the Trustees to appoint people with specific skills and/or knowledge that will benefit the governance of the Association, from inside or outside the hospital broadcasting community.

At this AGM, the terms of office of Grant McNaughton and Nigel Dallard expire. The vacant Elected Trustee position is also automatically subject to election.

Nominations for these Trustee positions are now invited. The nomination form is available from our website at <https://www.hbauk.com/agm> and, on request, from me. Nominations must be received by me by Saturday 2nd March 2019.

Grant has indicated that he intends to seek re-election as Chairman. I am currently considering whether or not to seek re-election as a Trustee. This leaves one, possibly two, Elected Trustee positions subject to election unopposed by an existing Trustee, and nominations are particularly sought from candidates who feel that they will bring new skills, knowledge or perspective to the Trustee Board.

The Trustee positions carry the responsibilities of both Company Director and Charity Trustee, and all nominees must be a "fit and proper" person for appointment as both.

Detailed role descriptions are available on the HBA website AGM page or, on application, from me. If you would like more information about what the role entails, please contact me or any of my fellow Trustees without obligation.

CALL: 0300 121 0500 | **ONLINE:** hbauk.com | **SOCIAL:** [f](#) ukhba [t](#) @theHBAuk [in](#) hbauk

Please note, Trustee Board meetings are currently usually held in Central London on the third Saturday of January, March, May, July, September, and November, starting at 11am.

Members' Motions

If you wish to put forward a motion for consideration at the AGM, please forward it, signed by a representative of two member stations, to me by Saturday 2nd March 2019.

Formal Notice of Meeting

The formal notice of meeting, along with the agenda, the nominations for election, an Appointed Representative/Proxy nomination card, and the Trustees' Annual Report and Accounts will be dispatched around three weeks before the meeting.

Informal Meeting

The AGM will be followed by an informal meeting, including a question and answer session.

Regards,

A handwritten signature in black ink, appearing to read 'Nigel Dallard', with a horizontal line underneath.

Nigel Dallard