



The United Kingdom Literacy Association

Notice of AGM 2012. We look forward to welcoming members to the Association's AGM which will be held at University of Leicester on Saturday **7th July 2011**. The Agenda is on the last page of this document.

Notice of election 2012

Elections for *Trustees* will take place at the AGM. **Nominations must be received by noon Friday 29th June 2012** at UKLA, University of Leicester, Leicester , LE1 7RH. The nomination forms are at the end of this notice. If you are interested in standing for election and would like further information about what is involved, please contact the Administrator via email: admin@ukla.org who will send your request to the appropriate person. Should nominations exceed vacancies elections will be by ballot at the AGM. To serve as a either a Trustee you must be a UKLA member in good standing nominated and seconded by members also in good standing. Nomination forms follow this notice.

Elections of Trustees to serve on UKLA Executive Committee. **Trustees** are elected annually except for those officers in the Presidential group who are exempt using the Association's provisions under Standing Orders, i.e. our rules. This year nominations are sought for the following posts.

Treasurer
Secretary
Convenor: Publications
Convenor: International
Convenor: Conference
Convenor: Marketing and Publicity
Convenor: Membership and Awards
Convenor: Research
Convenor: Professional Development

The following declaration is required from those who stand for election as **Trustees:**

I (insert NAME)

.....
agree to stand for election as (delete as appropriate) ,
Treasurer, Secretary, Convenor: **Publications**,
Convenor: **International**, Convenor: **Conferences**,
Convenor: **Website**, Convenor: **Membership and**
Awards, Convenor: **Research** and Convenor:
Professional Development

Signature of Candidate:

.....

NAME and Signature of
Proposer.....

.....

NAME and Signature of
Secunder.....

.....

Date

Please return nomination papers to Brenda Eastwood,
UKLA, University of Leicester, Leicester, LE1 7RH



The United Kingdom Literacy Association

UKLA AGM Agenda

Date: Saturday 7th July 2012
Venue: University of Leicester
Time 5p.m. to be confirmed
Room to be confirmed

Appointment of Chair

AGENDA

1. Apologies for absence
2. Minutes and Matters arising
3. The President's Annual Report and review of the Development Plan:
EC sub Committee Reports:
 - a. Finance & General Purposes:
 - i. Annual Accounts and Financial Statement
 - ii. Secretary's note
 - b. Publications
 - c. Conferences
 - d. Research
 - e. Membership and Awards
 - f. Website
 - g. International
 - h. Professional Development
4. Elections to EC and Confirmation of Membership of EC and NC
5. AOB
6. Date and venue of next AGM