

**Invitation to Ribble Valley Jazz & Blues  
Annual General Meeting  
7.30pm Wednesday 18<sup>th</sup> May 2022**



You are warmly invited to the Annual General Meeting of Ribble Valley Jazz and Blues Club at **7.00pm on Wednesday 18<sup>th</sup> May 2022.**

Doors will open at **6.30pm** and we will start the evening at **7.00pm** with some musical entertainment courtesy of local friends of the club. The formal meeting will start at **7.30pm**. There will also be tea/coffee/ snacks available.

This is our twelfth such gathering since we registered as a Charity and Company Limited by Guarantee in 2010. We are keen to use this annual event to report to our members and friends on RVJ&B's activities and financial position, and especially on our progress since the last AGM and are especially happy that this year's AGM can be a face to face meeting.

**We promise to:**

- Keep formal business to a minimum
- Report on what we have been up to

**AGM Business** (See notes overleaf)

1. Apologies for absence
2. Annual report of the Board
3. Presentation and adoption of the Annual Accounts for 2020 - 2021
4. Election of Trustees including welcoming new Board members.
5. Review of the 2022 Festival
6. Suggested musicians/ groups for Club gigs
7. Volunteer to help in an area of Club activity
8. Future of jazz and blues in the Ribble Valley
9. Any other business

Hope you can join us.

Sue Bradley

Ribble Valley Jazz & Blues

## Notes for the AGM

### Re Agenda Items 2 & 3

Annual Report and Accounts 2020/2021 will be posted on the membership section of our website. The address for this and all other documents relating to this year's AGM, together with any updated information, is: <https://rvjazzandblues.co.uk/AGM.html>

### Re Agenda Item No. 4 - Election of Directors

The minimum number of directors is 3 - currently no maximum director membership has been set. Information on the current Board can be found on the RVJ&B website. All current directors will retire at the AGM but are eligible for re-election. The Board proposes re-election of the current directors, subject to their willingness to continue, as well as the addition of new members.

The Board is very interested to hear from anyone (particularly younger RVJ&B members) who would like to volunteer to help with any aspect of RVJ&B business, up to and including serving on the Board. Directors must be members of RVJ&B, be over 16, be content to undertake eligibility and DBS checks and observe the standards set by the NVCO Charity Governance Code. If you are interested, or would like to recommend someone else for Board membership, please get in touch with Sue Bradley (Ribble Valley Jazz and Blues Board Secretary) on email [sue.b@rvjazzandblues.co.uk](mailto:sue.b@rvjazzandblues.co.uk). Sue can provide nomination forms.

Completed forms for Board nominations must be received by **3<sup>rd</sup> May 2022**. The final list of the nominations for election to the Board of Directors will be circulated by e-mail to our members and posted on our website before the **10<sup>th</sup> May 2022**.

### Other notes

1. RVJ&B's Constitution is available on our web site on the Membership page.
2. Members not able to attend may nominate a proxy to vote on their behalf. Proxy forms will be available on our website after the **3<sup>rd</sup> May 2022** and can also be obtained by writing to our Registered Office c/o Sue Bradley, 12, St Paul's Close, Clitheroe BB7 2NA. Completed proxy forms must be received by the **16<sup>th</sup> May 2022** to be valid.
3. Attendance or apologies can be sent by email to [membership@rvjazzandblues.co.uk](mailto:membership@rvjazzandblues.co.uk) or by post to our Registered Office, as above.
4. New members may join RVJ&B and be eligible to vote at the AGM if application form and fee is received by the **17<sup>th</sup> May 2022**.
5. Non-members are welcome to attend the AGM but will not have a vote.
6. Further enquires via email to [membership@rvjazzandblues.co.uk](mailto:membership@rvjazzandblues.co.uk)