



THE BRITISH BUSINESS ASSOCIATION OF KENYA

NOTICE OF ANNUAL GENERAL MEETING

Thursday 6th December 2018

TO ALL MEMBERS:

Notice is hereby given that the annual general meeting of the British Business Association of Kenya will be held at the Muthaiga Club in Nairobi on Thursday 6th December 2018 from 12.00 p.m. to 1.00 p.m. of that day to transact the following business:

1. To approve the minutes of the Annual General Meeting held on 8th December 2017.
2. To receive and approve the Accounts for the year ended September 2018.
3. All Committee Members retire, but being eligible, offer themselves for re-election.
4. Members may nominate any member of the Association to serve on the Executive Committee in place of a retiring member of the Committee. Such nominations shall be in writing and submitted to the BBAK Secretariat at least seven days before the Annual General Meeting. Each nomination shall be proposed and seconded by a member and must include a statement that the nominee has declared himself or herself willing to serve.
5. Appointment of auditors: It is proposed that the Executive Committee be delegated the authority to re-appoint or appoint auditors and agree the applicable fee, for the year ended 30th September 2019.
6. Other business (notice of which must be submitted in writing to the Secretariat seven clear days prior to the date of the Annual General Meeting).

Signed:


Chairman

Date:.....

8 November 2018

Signed: Famils.....

Date: 8/1/2018.....

Secretary

Note: A member entitled to vote at a general meeting of the Association may appoint in writing an Ordinary Member or an authorized representative of a Corporate Member as his proxy. A Proxy Form is attached.