



## Annual General Meeting 2015 - Agenda

### **Note on how this year's meeting will be conducted:**

This year's meeting is split into 2 parts. The first is the AGM of the Association (registered charity no. 1063519) under its current constitution. The second part is the first AGM of the Association as an Incorporated Charitable Organisation (CIO) (registered charity no. 1160039) under the new constitution approved by members at the 2014 AGM.

### **22nd Annual General Meeting of the Association for Learning Technology** (registered charity no. 1063519)

Wednesday, 9th September 2015 - 16:05-16:35

Main Theatre, University of Manchester, Manchester, UK (see <http://go.alt.ac.uk/1h2wkzt>)

All documents for the AGM can be accessed at <http://go.alt.ac.uk/ALTAGM>

#### 1. Welcome

Diana Laurillard, President

#### 2. Apologies for absence

Noting apologies tendered

#### 3. Appointment of two Tellers

(The role of Tellers is to count the number of votes for, votes against, and abstentions during voting by "show of hands")

#### 4. Minutes from the last meeting

Approval of the Minutes of last general meeting held in Warwick, on 2nd September 2014 (Diana Laurillard will be looking for individuals present at the 2014 meeting to propose and second that the 2014 minutes are an accurate record of the 2014 AGM)

#### 5. Matters arising

Matters arising from the Minutes of the last general meeting (if any)

#### 6. Annual Report and Accounts for 2014-2015

(copies will be provided on arrival and Haydn Blackey, who is Honorary Treasurer of ALT will report to the meeting and take questions)

#### 7. Appointment of an Auditor for the 2015-2016 Accounts

#### 8. Report on transition to CIO status

Diana Laurillard will report that following Member's approval of the move to Charitable Incorporated Organisation (Association model) status at the 2014 AGM, Trustees have taken steps to register ALT as a CIO and transfer the assets and liabilities of the current charity to the

CIO with effect from 9 September 2015. The transfer resolution has been approved by members of the CIO (Trustees) accordingly and Trustees will now take steps to prepare nil balance accounts for approval at the next general meeting of the charity and for filing at the Charity Commission.

## 9. Brief verbal report from Maren Deepwell, Chief Executive

## 10. Elections to Trustee vacancies

To announce the results of the election of:

- a) a Vice-Chair of the Association (an ex-officio member of the Central Executive Committee who will become Chair in September 2015, and President in September 2016)
- b) two individuals to serve for three years as Trustees of the ALT

## 11. Handover to Doug Gowan, President

Close of meeting.

### **1st Annual General Meeting of the Association for Learning Technology** (CIO no. 1160039)

Wednesday, 9th September 2015 - 16:35-16:45

Main Theatre, University of Manchester, Manchester, UK (see <http://go.alt.ac.uk/1h2wkzt> )

All documents for the AGM can be accessed at <http://go.alt.ac.uk/ALTAGM>

### 1. Welcome

Fiona Harvey, Chair

### 2. Apologies for absence

Noting apologies tendered

### 3. Appointment of two Tellers

(The role of Tellers is to count the number of votes for, votes against, and abstentions during voting by “show of hands”)

### 4. Transfer agreement between charity and CIO

Fiona Harvey will report that in accordance with the transfer agreement between the charity and the charitable incorporated organisation (CIO) all assets and liabilities have been received by the CIO (as set out in the transfer agreement circulated) and further note that this meeting is convened in accordance with the CIO’s constitution.

### 5. Matters arising from the 2015 ALT AGM

Fiona Harvey will note that the first Annual Report and Accounts of ALT (CIO) will be reported at the AGM on 7 September 2016, covering the financial period 9 September 2015 - 31 January 2016. The first trustees of the new ALT CIO are those in place on the date of the transfer of assets.

### 6. Close of meeting

## Voting arrangements for ALT Members

A voting card will be issued to Members to vote at the AGM. Please make sure to sign in at meeting on one of the sign-in sheets provided and leave your voting card with a member of staff on your departure. (This process has been adopted to help ALT keep an accurate tally of attendance and to help the Tellers differentiate during voting between non-voting visitors, individual members, and the representatives of organisational, partner and sponsoring members.)

All documents for the AGM can be accessed at <http://go.alt.ac.uk/ALTAGM> .