



## **Annual General Meeting Agenda 2025**

Wednesday 29th January 2025

09:30 - 12:30, via Zoom

### **1. To Note: Welcome and Introduction**

*Reena Littlehales, UK Chair, will outline the purpose of the AGM and explain how members can get involved.*

### **2. To Note: Apologies for Absence**

*Alex Whitham, UK Vice-Chair (Membership and Administration), will tell members who are unable to attend.*

### **3. For Discussion and Approval: Minutes of AGM, 24 January 2024, and Matters Arising**

*Reena Littlehales, UK Chair, will ask members to comment on activity at last year's AGM, and will ask members to vote on these minutes as a true and accurate record of the meeting.*

### **4. For Discussion and Approval: Executive Officer Reports**

*The HELOA Executive will outline what they, their teams, the committees, and Groups, have done this year.*

4.1. Reena Littlehales, UK Chair, and the UK Committee

4.2. Raffaella Cuccia, UK Vice-Chair (Partnerships), and team

4.3. Andy Jackson, UK Vice-Chair (Group Development) and the HELOA Groups

4.4. Hannah Goodwin, UK Vice-Chair (Communications), and team

4.5. Alex Whitham, UK Vice-Chair (Membership and Administration)

4.6. Amy Slater-McGill, UK Vice-Chair (Governance and Policy)

4.7. Emily Day, UK Vice-Chair (Training), and team

*Reena Littlehales, UK Chair, will ask members to adopt the reports as one and vote to agree that they are fair and accurate.*

### **5. To Note: Report on the Election and Appointment of Officer Posts**

*Amy Slater-McGill, UK Vice-Chair (Governance and Policy) will tell members who was elected or appointed to committees this year.*

5.1. Elected Officers

5.2. Appointed Officers

*Amy Slater-McGill, UK Vice-Chair (Governance and Policy) will invite the meeting to adopt the elected and appointed officers of the association.*

### **6. For Discussion and Approval: HELOA Office Report**

*Reena Littlehales, UK Chair, will tell members what has happened this year in the HELOA Office, and will invite members to vote to approve the report of the HELOA office.*

**7. For Discussion and Approval: Officer Report and Financial Proposals for 2024/25**

*Fiona Curry, UK Vice-Chair (Finance), will update members on the following items:*

7.1. Completed accounts for the 2023/2024-2025 financial year

7.2. Membership costs for 2025/26

7.3. Proposed budget

7.4. Proposed auditor

*Fiona Curry will ask members to vote to agree that the report and accounts are fair and accurate and to approve the proposals.*

**8. For Discussion and Approval: Honorary Membership**

*Alex Whitham, UK Vice-Chair (Membership and Administration), will ask members to consider and vote on any nominations which have been received.*

**9. For Consideration: Any Other Business**

*Reena Littlehales, UK Chair, will ask members if there is anything else they would like to discuss.*

**10. To Note: Confirmation of Date of 2026 AGM & Conference - To be confirmed**

*Reena Littlehales, UK Chair, will formally tell members the date of the next HELOA AGM and location.*