

NOTICE OF ANNUAL GENERAL MEETING

The Executive Committee notifies all members that the Annual General Meeting will be held in Stormen Concert Hall in Bodo, Norway, on 3 October 2018 at 1700 CEST

Order of business

Welcome and introductions
Consideration and adoption of the agenda
Consideration and approval of the minutes of the previous Annual General Meeting
Report of the President
Report of the Secretary General
Financial report and budget
Matters arising from the foregoing
Matters arising from the Special General Meeting
Resolutions of which notice has been given
Other business
Address by the President Elect

Resolutions

To consider and, if thought fit, to pass, with or without amendment, the following resolutions.

THAT the applications (made prior to the meeting) for membership of the International Society of City and Regional Planners be considered by the meeting and, as appropriate, approved.

THAT the minutes of the previous Annual General Meeting be approved.

THAT the report of the President be received.

THAT the report of the Secretary General be received.

THAT the financial report, explaining the annual accounts including income and expenditure, signed by all members of the Executive Committee, be approved and the Executive Committee be discharged from all liability.

THAT the budget for 2018/19 be approved.

Other resolutions

To consider and, if thought fit, to pass, with or without amendment, the following resolutions, unless they have already been passed by the Special General Meeting.

THAT the draft consolidated 2018 constitution (as amended, if amended at the meeting) be adopted as the articles of association of the International Society of City and Regional Planners, and that the Executive Committee arrange as soon as possible for a notarial deed to be drawn up and for the amended constitution to be filed with the Dutch Chamber of Commerce.

THAT Regulation 2018/01 be adopted.

Regulation 2018/01 Development of certain regulations to guide the governance of the Society under the 2018 constitution.

- 1 The Board will draft policies and procedures concerning the following matters and arrange for discussion and debate through a channel on isocarp.org.
 - 1.1 The conduct of elections to fill vacancies on the Board, including nomination procedures, information about and from candidates, access to members during the election period, opportunities for discussion and debate of issues, online voting procedures, the conduct of the elections prior to and during the Annual General Meeting, and related and consequential matters.
 - 1.2 Standing orders for General Meetings, procedures for convening and conducting General Meetings and the Annual General Meeting, and related and consequential matters.
 - 1.3 Membership policies and procedures, including standards for admission, assessment of applications, fee structure, fee payment processes and induction; incentives for multi-year payments of the membership fee and for payments for life membership; discounts for students and retirees and for other categories if any; waiving of the membership fee or other measures as a mechanism to honour long term contributors to the Society; and related and consequential matters.

- 1.4 Policies and procedures for institutional membership, sponsorships and partnerships including fees, charges, services, and related and consequential matters.
- 1.5 Policies and procedures for isocarp.org and other sites, including (i) access to and use of website resources for members, guests, registered visitors, subscribers, customers, partners, institutional members and others if any, (ii) availability of products and services on isocarp.org and other sites, including terms, licences, prices, charges, fess and the like, and (iii) related and consequential matters.
- 2 This General Meeting of members authorises the adoption of regulations relating to the above matters by an online vote of members if (i) it follows a reasonable period of discussion through isocarp.org, (ii) all members have the opportunity to participate in online discussion and voting, (iii) at least 60 valid votes are cast during the voting period and (iv) the adoption of the regulations is carried by a majority of valid votes cast.

Attendance, voting and quorum

The following provisions of the articles of association relate to attendance, voting and the quorum at general meetings.

- 11.5 Each member who has not been suspended, subject to the conditions of Article 5(5), is entitled to be present at General Meetings and has the right to speak and to present proposals. The Executive Committee may make arrangements for members to participate in General Meetings by electronic means. A member who participates in a General Meeting electronically shall be counted as being present at the meeting and may participate in all the ways that members who are physically present may participate.
- 11.6 Every ordinary and honorary member has one vote. A vote may be cast by another member who has been authorised to do so. Other members have advisory powers. Ordinary and honorary members may nominate a member as a proxy. Ordinary and honorary members and proxies may vote via electronic means. Electronic voting may be organised prior to the General Meeting. The period for electronic voting opens up to thirty (30) days prior to the date of the General Meeting. Votes expressed electronically shall be considered as valid as votes cast in person at the General Meeting. Except as otherwise provided by law or by these Articles of Association decisions of a General Meeting shall be made by a simple majority of the votes cast.
- 15.2 The Articles of Association may be amended by a resolution at a General Meeting, if the resolution generally conforms to the draft proposal sent with the notice of meeting, and if approved by a majority of valid votes cast and in accordance with the provisions of Article 17.
- 17.1 Resolutions of a General Meeting can only be adopted under the law in a meeting in which at least sixty ordinary and honorary members participate in the meeting, whether they are present at the meeting or participate by electronic means.

Papers

The following documents are available on the Society's website, isocarp.org.

- The report of the President
- The report of the Secretary General
- The financial report
- The budget for 2018/19
- Reports by each member of the Executive Committee
- Explanatory document regarding the updating of the constitution
- Report on the submissions made by members
- Draft consolidated 2018 constitution
- Arrangements being made for online participation and voting at the Special General Meeting on 3 October 2018