



AGM Wednesday 15th September 2010 at 7.00pm

The Friends of Guildford County School will be holding their AGM on Wednesday 15 September at 7.00pm in the dining hall. Please come along to have a glass of wine and meet other parents and staff.

We aim to raise money to undertake projects to improve the school environment for all the pupils, and sometimes to help out with the practical side of things too. Whether you'd like to make teas on an occasional basis, wield a paintbrush or take on a committee post, please make a note in your diary to come along to the meeting. New faces are urgently needed as many long-standing members have now moved on. If you can't make the meeting but are interested in helping, please send your details to the school office.

This AGM is particularly important as the Friends plan to adopt a new constitution and register as a charity. A copy of the constitution can be seen by looking at the Friends' page on the school website: <http://www.guildfordcounty.co.uk>, or is available from the school office. It is also an opportunity for you to elect the Committee; to represent the

Friend's throughout the forthcoming academic year. Nominations should be sent in advance of the AGM, for existing committee members willing to stand for re-election and for anyone wishing to stand as an Officer or Ordinary Committee Member, for the first time.

If you would like any further information about what is involved in being a Committee Member, please speak to the school office. As we intend to register as a charity, all committee members automatically become Trustees of the Charity and will be CRB checked. Before submitting your nomination form, please read the Charity Commission publication 'The Essential Trustee – What you need to know'. A copy of the booklet is held in the school office and is also available online at <http://www.charity-commission.gov.uk/publications/cc3.aspx>.

Please return the slips below to the school office as soon as possible, or by the 13th September at the latest.

We look forward to seeing you on the 15th September!

Regards

Chair



NOMINATION FOR OFFICER/MEMBER OF THE FRIENDS

Nominee

For position of: Chair/Secretary/Treasurer/Other Officer/Ordinary Committee Member [please mark one]

Proposer Seconder
[please sign and print name] [please sign and print name]

I agree to my nomination for the position of

Signed Date