



FLOSS UK
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Email: office@flossuk.org
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Web site: www.flossuk.org
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19th August 2011

Dear Member,

RE: UKUUG Ltd. Annual General Meeting

We hope that you will be able to attend this year's UKUUG AGM which will be held at 6.15 pm on Thursday 22nd September at:

The Imperial Hotel, (Tudor Room), Russell Square, London WC1B 5BB

This past year has been successful for UKUUG with some well attended events, a regular Newsletter, and some new members. It is important that this momentum is maintained for the future.

The present Council of Management are:

Paul Waring	until AGM 2013 - Director, Chairman
Howard Thomson	until AGM 2012 - Director, Treasurer
Niall Mansfield	until AGM 2011*
John Pinner	until AGM 2012
Phil Hands	until AGM 2012
Holger Kraus	until AGM 2011*
Kimball Johnson	until AGM 2013

+ one vacant place which was filled by Martin Houston who was co-opted to Council on 15th April 2011.

*Niall Mansfield having served one term of three years, is retiring from Council. Holger Kraus, having served one term of three years is standing down from Council at this AGM, he is eligible and willing to be re-elected.

Martin Houston stands down at this AGM but is eligible and willing to be nominated for a full Council place.

John Collins stood down from Council on 11th November 2010.

Council is limited to eight members. As ever, we are looking for members to help with the running of UKUUG Ltd. Please consider joining Council if you can contribute time and expertise to help with the running of the organisation.

Council meetings are held approximately eight times per year. Half of these are usually conducted as phone-conferences with the remainder being face-to-face meetings generally held in London.

If you would like to find out more about Council activities Paul Waring or myself would be delighted to discuss this with you. Please contact the Secretariat (see details above) in the first instance.

Please find enclosed your AGM Agenda and related paperwork. The AGM Agenda, Proxy Form, and Nomination Form can also be found on the web site at <http://www.flossuk.org/agm2011>

This year the accounts (y/end 31st December 2010) have been put on the website above, hard copies do not accompany this mailing (to save on paper and postage costs) but if you do require a hard copy to be sent via post then please contact the Secretariat.

We look forward to seeing you at the AGM.

Yours sincerely,

Jane Morrison
Company Secretary

UKUUG Limited

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the twentieth Annual General Meeting of UKUUG Limited will be held at The Imperial Hotel (Tudor Room), Russell Square, London WC1B 5BB on Thursday, 22nd September 2011 at 6.15 p.m. for the following purposes:

1. To approve the minutes of the nineteenth Annual General meeting held on 23rd September 2010. <http://www.ukuug.org/events/agm2010/AGMmins230910.pdf>
2. To receive the Council's Report, Treasurer's Report and the accounts of the Company for the year ended 31st December 2010, together with the reports thereon of the Auditors.
3. To re-appoint the Auditors, Critchleys, Greyfriars Court, Paradise Square, Oxford OX1 1BE until the conclusion of the next general meeting of the Company at which accounts are laid before the members, and to authorise the Council to determine their remuneration.
4. To consider elections to Council from the Nominations received.
5. To transact any other business.

Dated: 19th August 2011

BY ORDER OF THE BOARD:

Jane Morrison
Company Secretary, UKUUG Ltd.



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A member entitled to attend and vote at the meeting is entitled to appoint another member of the Company as proxy to attend and vote on a poll in his or her place. A form of proxy is attached and must be lodged at the Company's registered office at least **48 hours** before the meeting.

FORM OF PROXY

I,

of , a member of UKUUG Limited
 (hereinafter called "the Company") and entitled to one vote, hereby appoint:

.....

of
 another member of the Company, and failing him/her

.....

of

another member of the Company to vote for me and on my behalf at the Annual General Meeting of the Company to be held on 22nd September 2011 and at any adjournment thereof.

As witness my hand this 2011

Signed:

Please return this form to: UKUUG Secretariat, PO BOX 37, Buntingford, Herts SG9 9UQ



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COUNCIL NOMINATION FORM

(Those wishing to stand for UKUUG Council should have been a member for more than one year. In addition to completing the Nomination form below, candidates should include a biography and an outline of what they would bring to Council).

I,

of

wish to nominate:

.....

of

to stand as Council member of UKUUG Limited:

_____ Signature

I accept the above nomination

_____ Signature

_____ Name (print)

Dated: _____

PLEASE RETURN THIS FORM BY FRIDAY, 9th SEPTEMBER 2011

Please return this form to:

UKUUG Secretariat
 PO Box 37
 Buntingford
 Herts SG9 9UQ