



FLOSS UK
The Manor House
Buntingford
Herts SG9 9AB
Tel: 01763 273475
Fax: 01763 273255
Email: office@flossuk.org
office@ukuug.org
Web site: www.flossuk.org
www.ukuug.org

21st August 2014

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 25th September at:

The Ambassadors Hotel, 12 Upper Woburn Place, London WC1H 0HX

In the last 12 months we have organised some well attended events, a regular Newsletter, and have gained some new members. It is important that this momentum is maintained for the future.

The present Council of Management are:

Kimball Johnson	until AGM 2016 - Director, Chairman
Gavin Atkinson	until AGM 2016
Quentin Wright	until AGM 2015 - Director, Treasurer
Stephen Quinney	until AGM 2015
Ian Norton	until AGM 2015
Holger Kraus	until AGM 2014*

Tim Fletcher was co-opted to Council in September 2013 but stands down at this AGM. Tim is eligible to stand for a full Council place at this AGM.

As ***Holger Kraus** has served two terms of three years, he is retiring from Council. We are therefore looking to fill 3 vacant places.

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 Kimball Johnson 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/agm2014>

The accounts (y/end 31st December 2013) 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



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UKUUG Limited

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the twenty third Annual General Meeting of UKUUG Limited will be held at The Ambassadors Hotel, 12 Upper Woburn Place, London WC1H 0HX on Thursday, 25th September 2014 at 6.15 p.m. for the following purposes:

1. To approve the minutes of the twenty second Annual General meeting held on 20th September 2013. (see: <http://www.flossuk.org/agm2013>)
2. To receive the Council's Report, Treasurer's Report and the accounts of the Company for the year ended 31st December 2013, 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: 21st August 2014

BY ORDER OF THE BOARD:

A handwritten signature in black ink, appearing to read "Jane Morrison".

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 25th September 2014 and at any adjournment thereof.

As witness my hand this 2014

Signed:

Please return this form to: UKUUG Secretariat, The Manor House, Buntingford, Herts SG9 9AB

COUNCIL NOMINATION FORM



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(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 Wednesday, 10th SEPTEMBER 2014

Please return this form to:

UKUUG Secretariat
 The Manor House
 Buntingford
 Herts SG9 9AB