**Annual General Meeting Minutes**

**Attendance**

 *(Highlight here who was present at the AGM*).

**Committee Members Present:**

**Committee Members Apologies (not in attendance):**

**Total number of paid student members present:** (Note: non-student members do not have voting power at AGMs)

**Agenda Items**

*(Bullet point all agenda items for this meeting here*).

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**Elections**

*If you are not holding your elections through the Union’s online elections portal you will need to vote your next committee members in this meeting. Highlight the results here. If you have roles where only 1 person is running, members must have the option to vote for ‘Re-Open Nominations’ (RON) should they not want the candidate running to be elected.*

**Elections (if holding paper ballots):**

**President**

Candidates:

Elected Candidate:

Vote Counts: *(e.g. 40 votes candidate 1, 15 votes candidate 2, 0 counts R.O.N)*

**Treasurer**

Candidates:

Elected Candidate:

Vote Counts:

**Other committee: <<Insert Committee Member Title (e.g. Secretary)>>**

Candidates:

Elected Candidate:

Vote Counts:

**Other committee: <<Insert Committee Member Title (e.g. Secretary)>>**

Candidates:

Elected Candidate:

Vote Counts:

**Other committee: <<Insert Committee Member Title (e.g. Secretary)>>**

Candidates:

Elected Candidate:

Vote Counts:

*Add more committee positions if necessary.*

**External Affiliations**

*(If applicable, highlight here if you are affiliating or re-affiliating to an external organisation for next academic year – you need to re-affiliate external affiliations every year in your AGM).*

**Organisation committee have proposed to affiliate to society:**

**Proposal notes (i.e. benefits to society/ disadvantages to society):**

**Vote Outcome: Affiliated / Not Affiliated** *(delete as appropriate)*

**Vote Counts:** *(e.g. 40 votes for, 15 against, 2 votes abstain)*

**Society Feedback**

*(Highlight here the questions posed to society members about feedback of activities, events and the running of the society this year).*

**Questions 1:**

**Feedback:**

**Questions 2:**

**Feedback:**

**Questions 3:**

**Feedback:**

**Changes to Constitution**

*(Highlight here discussions and votes of any changes to your society constitution for next academic year, if applicable)*

**Changes Proposed:**

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**Vote Outcome:**

**Vote Counts:** *(e.g. 40 votes for, 15 against, 2 votes abstain)*

**Any Other Business (A.O.B)**

*(Highlight here any other discussions that took place in the AGM).*

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