

**SPORTS | SOCIETIES AGM AGENDA**

THE STUDENTS UNION AT UWE [INSERT SPORT/SOCIETY] AGM

Date:

Location and Time:

**Agenda**

1. **Welcome and Introductions**
	* **Distribution of sign in sheet**
2. **Written Reports of Committee Positions + Finance Report**
3. **Elections of committee position**

***NB:*** *Candidates should not stand for election if they will not be able to attend the Development Meeting/Training. The Development Meeting/Training should be booked in as soon as possible within the set dates below and agreed by all new committee members.*

***\*\*Hockey, Snowsports, Boat, Western Eye and Hub Radio must book 2 meetings – 1 for Development Meeting and 1 for Committee Training.***

**Mandatory Positions***(Individual positions recognised in HEAR)*

* **President**
* **Vice President**
* **Treasurer**
* **Participation & Equality Officer**
* **Equipment & Safety Officer\***

**\* Only the following societies need Equipment and Safety Officers**: Aero, Airsoft, Bar School, Darts, DJ, Drama, Film, Good Food, Hub Radio, Live Music, Paintball, Poker, Pole Fitness, Quidditch, SAGUWE, Space Exploration and Video Gaming.

**Optional Positions** *(Recognised as Executive Members in HEAR)*

* **Events & Fundraising Officer**
* **Media & Publicity Officer**

**Other Positions**

You may have other positions but not recognised on HEAR, please ensure they are listed below.

1. **Upcoming events**
2. **Newly elected committee to give secretary their contact details**
3. **Handover of current FB/Email/Twitter Accounts**
4. **Any Other Business**
	* **Collection of sign in sheet**