

Neotropical Birding and Conservation

Registered Charity Number: 1196505

Registered Company Number: CE027163 (England and Wales)

24 June 2024

Dear Member

Members' meeting at Global Birdfair 2024 on Friday 12th July

We are delighted to announce the holding of a members' meeting at this year's Global Birdfair at Lyndon Top, Rutland, UK from 6 pm to 7pm.

The meeting will comprise:

- Presentation from Serge Arias on 'Costa Rica-The last Frontier'; and
- Second Annual General Meeting of Neotropical Birding and Conservation ('NBC').

Serge is a well-known Costa Rican birder. Last year he spoke at Global Birdfair on the topic of the Cocos Islands. This time he will focus on seabirding on both the Caribbean and Pacific coasts of Costa Rica. Prior to Serge's presentation we will conduct our Second Annual General Meeting as a CIO. This will involve a short presentation from Raymond Jeffers regarding highlights of NBC's activities in 2023; Chris Collins, as Treasurer, will present draft financial statements for NBC for calendar year 2023; and there will be a number of resolutions relating to the appointment of Officers, other trustees and Independent Examiner.

You will find the formal Notice of Annual General meeting below ('AGM Notice').

Venue of meeting

As at today's date, our meeting is scheduled to take place at the Owl Workshop. If there is a change of venue please come to the Owl Workshop and you will be re-directed to any new venue. Please note if you enter the Global Birdfair site **after 5:30 pm** you will **not** need to purchase an entry ticket. Anyone entering the site **before 5:30 pm** will have to buy an entry ticket from Global Birdfair-please see their website www.globalbirdfair.org for details.

If you plan to attend the meeting, for administrative purposes, please can you inform the Secretary in advance at his address below.

Questions for AGM 2024

In order to provide members with the opportunity to raise questions about any item on the AGM Notice we are putting in place a facility for members to raise questions prior to the meeting. So, if you have any such questions please write to, or email, the Secretary at his address below.

Please ensure your email or letter arrives prior to midnight on Sunday 7 July 2024. If we can, we will answer each question by publishing on our website (www.neotropicalbirdingandconservation.org), on or around the date of the members' meeting, a summary of questions & answers.

Chris Balchin

On behalf of NBC Council

Secretary

Email: secretary@neotropicalbirdingandconservation.org

Mail address: NBC c/o 2 Wall Street, Lee over Sands, St Osyth, Essex CO16 8EU, UK.

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Notice of Annual General Meeting

NOTICE IS HEREBY GIVEN that the Second Annual General Meeting of Neotropical Birding and Conservation ('NBC') will be held at Lyndon Top, Rutland LE15 8RN, United Kingdom at 18:00 (local time) on Friday 12 July 2024 to transact the following business:

1. **Apologies for absence-** to record apologies from absent members.
2. **Minutes of the First Annual General Meeting on 3 May 2023-** to confirm the minutes. *(Note 1)*
3. **Chairman's Report-** to receive the Chairman's Report for calendar year 2023.
4. **Trustees' Report and unaudited Financial Statements-** to receive the Trustees' Report and unaudited financial statements for calendar year 2023. *(Note 1)*
5. **Election of Chairman-** to re-appoint Raymond Jeffers as Chair and a trustee until the conclusion of the next Annual General Meeting. *(Note 2)*
6. **Election of Treasurer-** to re-appoint Chris Collins as Treasurer and a trustee until the conclusion of the next Annual General Meeting. *(Note 2)*
7. **Election of Secretary-** to re-appoint Chris Balchin as Secretary and a trustee until the conclusion of the next Annual General Meeting. *(Note 2)*
8. **Election of other trustees-** to re-appoint the following as trustees until the conclusion of the next Annual General Meeting- Rob Clay, Mike Dawson, Carl Downing, Roberta Goodall, Lia Kajiki, Manuel Sanchez, John Thirtle, Charles Wilkins and Rob Williams. *(Notes 2, 3, 4 and 5)*
9. **Election of Independent Examiner-** to appoint Michael Rowles FFCA of Stephenson Smart (East Anglia) Limited as Independent Examiner until the conclusion of the next Annual General Meeting and to authorise Council to determine his remuneration. *(Note 3)*
10. **Any other business**

Please notify the Secretary of any business you wish to raise under this item prior to midnight on Sunday 7 July 2024. He can be contacted at secretary@neotropicalbirdingandconservation.org

By order of Council- C S Balchin

Dated: 24 June 2024

Notes

1. Copies of the draft Minutes of the First Annual General Meeting of NBC on 3 May 2023 will be available at the meeting and copies of the draft Trustees' Report and unaudited Financial Statements for calendar year 2023 are available on NBC's website-www.neotropicalbirdingandconservation.org
2. Biographies for all trustees standing for election at the meeting can be found on the website-<https://www.neotropicalbirdingandconservation.org>
3. The three officers and the other trustees constitute the Council of the charity.
4. Lia Kajiki was co-opted, pursuant to Clause 13 (6) of NBC's Constitution, to act as a member of Council on 22nd June 2024 until NBC's next Annual General Meeting (i.e. NBC's Second Annual General Meeting).
5. Clause 13 (5) of NBC's Constitution provides that 'if at an annual general meeting there are the same number of candidates for election as ... trustees as there are vacancies, those candidates shall be declared elected unopposed'. All trustees (including co-opted trustees) appointed prior to the Second Annual General Meeting automatically retire at that meeting (although they can stand for election).

v. 22/6/24