



## THE INSTITUTE OF QUARRYING

Australia, Hong Kong, Malaysia, New Zealand, Southern Africa, United Kingdom.

### **NOTICE OF MEETING**

#### **THE INSTITUTE OF QUARRYING – NOTICE OF 2020 ANNUAL GENERAL MEETING.**

Notice is hereby given that the sixty fourth annual ordinary general meeting of the Incorporated Institute will be held at via Zoom from the Tarmac National Skills and Safety Park, Tarmac Way, Off Wood Lane, Nether Langwith, NG20 9JF on Tuesday, 22nd September at 14.00h.

**IQ and IQBF Annual General Meeting**  
**22<sup>nd</sup> September 2020 at 14.00hrs (IQ) and 14.20hrs (IQBF)**  
**Join Zoom Meeting**  
**<https://zoom.us/j/97105060407>**

### **AGENDA**

- 1) Minutes of annual general meeting held on 18th September 2019
- 2) Matters arising
- 3) Statement of Accounts\* for the period 1<sup>st</sup> January to 31<sup>st</sup> December 2019
- 4) Election and remuneration of auditors
- 5) Succession of Office
- 6) Election of Elected Members to Board of Trustees
- 7) Notice of election of Deputy Chairman by IQ Council
- 8) Special Resolution - Amendments to the Articles of Association

Article no.	alteration
1	By deletion of the words: <i>“Words importing the masculine gender only shall include the feminine gender; and words importing persons shall include corporations.”</i>
6. F. (ii)	by deletion of the word <i>“his”</i> and substituting therefor the word <i>“their”</i> where the words appear



13.B	by deletion of the word “ <i>his</i> ” and substituting therefor the word “ <i>their</i> ” where the word appears
13.C	by deletion of the word “ <i>his</i> ” and substituting therefor the word “ <i>their</i> ” where the word appears
14.A	<p>by deletion of the word “<i>himself</i>” and substituting therefor the word “<i>themselves</i>” where the word appears</p> <p>by deletion of the word “<i>his</i>” and substituting therefor the word “<i>their</i>” where the word appears</p> <p>by deletion of the word “<i>him</i>” and substituting therefor the word “<i>them</i>” where the word appears</p> <p>by deletion of the words “<i>he is</i>” and substituting therefor the word “<i>they are</i>” where the words appear</p>
23, 24, 25, 26, 27, 28, 38.B, 43, 45, 49, 50.I,	By deletion of the word “ <i>Chairman</i> ” and substituting therefor the word “ <i>Chair</i> ” where the word appears
31	by deletion of the word “ <i>his</i> ” and substituting therefor the word “ <i>their</i> ” where the word appears
36	by deletion of the word “ <i>him</i> ” and substituting therefor the word “ <i>them</i> ” where the word appears
37.A	By deletion of the word “ <i>eight</i> ” and substituting therefor the word “ <i>ten</i> ”
37.C	<p>By deletion of the Article in its entirety and substituting therefor:</p> <p><i>No person shall be elected or appointed to The Board of Trustees unless they are a corporate member. A member must have been a corporate member for a minimum of 12 months preceding the date of election or appointment.</i></p>
38. A	<p>By deletion of the Article in its entirety and substituting therefor:</p> <p><i>A. The Honorary Officers shall be:</i></p> <p><i>(i) the President,</i></p>



	<p>(ii) <i>the Chair,</i></p> <p>(iii) <i>the Deputy Chair; and</i></p> <p>(iv) <i>Immediate Past President</i></p>
38.B	by deletion of the word “ <i>He</i> ” and substituting therefor the word “ <i>they</i> ” where the word appears
38.D	By deletion of the Article in its entirety and substituting therefor:  <i>The President shall hold office for a fixed period of two years and shall thereafter become Immediate Past President.</i>
	By renumbering the articles currently numbered 38.E to H (inclusive) as 38. F to I inclusive
	By the addition of a new article 38.E to read:  <i>38 E. The Immediate Past President will hold office for a fixed period of one year and then will cease to be on the Board of Trustees and will not be eligible to stand for re-election as an elected trustee on the Board.</i>
40.	By deletion of the Article in its entirety and substituting therefor:  <i>The Board of Trustees may appoint any corporate member of the Institute as an Additional Members to serve on the Board of Trustees; but shall not do so if immediately after that appointment the number of such Members serving on the Board of Trustees would exceed twelve. A corporate member appointed under this power shall serve on The Board of Trustees for up to two years and shall then be eligible for re-appointment. Any member appointed under this Article must have been a corporate member for a minimum of 12 months preceding the date of their appointment.</i>
43	By deletion of the sentence:  <i>Unless otherwise determined, five members of the Board of Trustees shall be a quorum.</i>  And substituting therefor:



	<i>Unless otherwise determined, seven members of the Board of Trustees present in person or by video conference shall be a quorum.</i>
45	By deletion of the word " <i>him</i> " and substituting therefor the word " <i>them</i> "
50	<p>By deletion of the word "<i>him</i>" and substituting therefor the word "<i>them</i>"</p> <p>By deletion of the word "<i>he</i>" and substituting therefor the word "<i>they</i>"</p> <p>By deletion of the word "<i>he</i>" and substituting therefor the word "<i>they</i>"</p> <p>by deletion of the words "<i>he is</i>" and substituting therefor the word "<i>they are</i>" where the words appear</p> <p>by adding the following new article to be numbered 50.G</p> <p><i>If they do not attend three scheduled meetings of the Board in any calendar year unless otherwise determined by the Board of Trustees.</i></p>

*By order of The Board of Trustees*

*James Thorne, Secretary*

*McPherson House, Regan Way, Chilwell, Nottingham, NG9 6RZ*

*27<sup>th</sup> August 2020*

\*The Report of the Trustees and the Statement of Accounts will be available on the IQ website [www.quarrying.org](http://www.quarrying.org) at least 21 days before the date of the 2020 AGM.



**MINUTES OF THE 63<sup>rd</sup> ANNUAL GENERAL MEETING OF INCORPORATED INSTITUTE HELD ON  
18<sup>th</sup> SEPTEMBER 2019 AT THE NOVOTEL J25/M1, BOSTOCKS LANE, LONG EATON,  
SANDIACRE, NOTTINGHAM NG10 4EP**

The Institute's Deputy Chairman, Viv Russell welcomed all to the meeting and after ascertaining the presence of a quorum, opened the meeting.

**1. MINUTES OF THE PREVIOUS AGM MEETING**

The minutes of the Annual General Meeting held on 21<sup>st</sup> September 2018, having being duly circulated, were confirmed and signed as a true record by the Deputy Chairman.

Proposed, Viv Russell, Seconded by Steve Cole.

**2. MATTERS ARISING**

There were no matters arising.

**3. STATEMENT OF ACCOUNTS FOR PERIOD 1<sup>ST</sup> JANUARY to 31<sup>ST</sup> DECEMBER 2018**

Statement of accounts, having been duly circulated, were approved. Proposed by Russell Mason, Seconded by Colin Jenkins and unanimously adopted.

**4. ELECTION AND REMUNERATION OF AUDITORS**

Dains to be reappointed for the next financial year. Proposed by Viv Russell, Seconded by Ben Uphill, and Dains were unanimously approved as auditors for the ensuing year.

**5. PROPOSAL OF CHANGES TO THE TERMS OF SERVICE BY BOARD OF TRUSTEES**

The existing articles were last revised in 2014/15, the Board has established a working party comprised of Board and Council members to review the current structure and time periods for Board service.

Practically it has been challenging for the Board to operate effectively with the 2 year period for Board members and also want to align with current practice which is more normally 3 or 4 years.

To this end the working party have begun reviewing the current articles with the aim of holding an EGM before the end of the year asking members to approve changes to the terms of service.

Members will be provided with updates prior to the EGM with further details.

**6. ANY OTHER BUSINESS**

There being no further business, the meeting was brought to a close by Viv Russell.

Signed .....

Date.....