

<i>POLICY</i>	<b>Number: 1-60</b>
<b>MANAGEMENT OF ANNUAL GENERAL MEETING (AGM)</b>	<b>Section: ADMINISTRATION</b>
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<b>Issuing Authority</b>	CASLP-NL Board of Directors
<b>Author</b>	CASLP-NL Board of Directors
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## OVERVIEW:

Preparation for and running of the College of Audiologists and Speech-Language Pathologists of Newfoundland and Labrador (CASLP-NL) Annual General Meeting (AGM) must allow for effective communication between the CASLP-NL Board of Directors and College members. The purpose of the AGM is to keep members informed through public reports from the Board and/or from those who have been delegated tasks (e.g. College Committees).

## POLICY:

CASLP-NL Board of Directors must demonstrate accountability and effective communication to College members during the AGM.

## PROCEDURE:

- CASLP-NL Policy “Management of General, Executive and Annual General Meetings” will apply in full (1-10).
- Meeting agendas will be made available to College members in good standing at the AGM. (This does not preclude the distribution of the meeting agenda 42 days prior to the meeting as per By-Law 4(d)).
- Should the CASLP-NL Board propose a motion to be determined through the voting process at the AGM, the CASLP-NL Chairperson will announce the motion to the membership prior to the meeting.

- At the Chairperson's discretion, they will invite CASLP-NL members in good standing and invited guests to introduce themselves prior to addressing the business agenda.

**The CASLP-NL Chairperson will:**

- ask for approval of agenda
- ask for approval of the minutes from the preceding CASLP-NL AGM
- ask for any new business items
- ask for an adjournment

**REFERENCES:**

- College of Audiologists and Speech-Language Pathologists of Newfoundland and
- Labrador Administrative By-laws, 2012

**APPROVED BY:**



**CASLP-NL Chairperson**



**CASLP-NL Board Member**