



Federation of Women's Institutes of Northern Ireland

Advice to Institutes on AGMs in 2021

These are very difficult times for us and it is important that we stand together and keep the spirit of the Women's Institutes alive. In the months of May to October, the Institutes hold their AGMs. However, due to lockdowns, those AGMs scheduled for May and June were unable to be held as members could not meet together. There are also some restrictions still in place for those AGMS scheduled for September and October. So, what do the Institutes do? They need guidance...

The Executive discussed this at a meeting on Zoom and agreed to waive, for this year, the rules in the Handbook for AGMs. It proposes two ways for an Institute to form a Committee and get Officer Bearers for the next WI year:

- Ask the current Committee and Office Bearers to continue for another year.
- Hold a ballot of the members by email and post.

There are pros and cons for each.

The first is the easiest on paper, but many Institutes struggle to form Committees and, in particular, to get a President and/or Secretary. The current Office Bearers and Committee members may not agree to carrying on for another year.

Having a postal ballot to get a new Committee would help to keep things running as usual and give stability in these uncertain times. The Institute would compile its list of members for election and send it out to its members by email, post or whatever other means it considers best for itself. The members then send their votes to their Executive Member. She will advise the Institute of its new Committee which can then arrange for its new President to be appointed either by ballot or by negotiation. In the case of an Executive Member's own Institute, she will arrange for another Executive Member to handle the vote. Please discuss this with your Executive Member who is there to help you.

Annual Financial Statements

Treasurers please close the books at your year end and get them audited as usual. Then send your Financial Statement to WI Headquarters. If there is a problem, please phone WI Headquarters for advice or ask your Executive Member for assistance.