

AGENDA

**FOR THE FORTY SECOND ANNUAL GENERAL MEETING
OF THE GUILD THEATRE LIMITED TO BE HELD
at ROCKDALE on MONDAY 29TH NOVEMBER, 2021 at 7.30PM**

CHAIRPERSON TO DECLARE THE MEETING OPEN

Members present to sign the Attendance Sheet.

Apologies received. Proxies to hand.

MINUTES OF THE PREVIOUS AGM to be read and confirmed as a true copy.

BUSINESS ARISING FROM THE MINUTES

CORRESPONDENCE

PRESIDENT'S ADDRESS

TREASURER'S REPORT

Chairperson to propose that the reports of the Directors and the Auditor for the year ended 30th June 2021 and the annual accounts and balance sheet as presented to the meeting be received. *To be seconded.*

ELECTION OF OFFICERS

Thank you to the outgoing Committee. Other acknowledgements.

Positions to be filled: *President Treasurer Secretary (Office Bearers)*
Assistant Secretary Publicity Officer Theatre Manager Liaison Officer Asset
Manager

Welcome new Committee members.

Confirm: Wardrobe / Props Coordinator, Publicity Sub Committee, Catering Sub Committee, Wood Room / Storage Coordinator, Play Reading Subcommittee, Road Show Subcommittee

(non-committee roles)

COMPANY AUDITOR: Confirm continuation of Auditing Company Bradfield Partners as
Guild Auditors

STRATEGIC PLAN provide members with an update on progress

GENERAL BUSINESS

- 2022 Re-opening
- Booking Office
- Covid-19 Safety Plan and requirements
- Any other business

CLOSE THE MEETING