

EATA

European Association for the
Treatment of Addiction (UK)

Registered Charity Number 1098577. A company limited
by guarantee, registered in England, Number 4759642

Dear Colleague,

**FORMAL NOTIFICATION OF ANNUAL GENERAL MEETING – Monday 18th
January 2010**

This is to give formal notice of EATA's Annual General Meeting on Monday 18th January 2010. The meeting will be held from **10.30am – 11.00am** at the offices of the Diana, Princess of Wales Memorial Fund, The County Hall, Westminster Bridge Road, London, SE1 7PB.

The agenda for the AGM is attached along with the ballot papers to vote for board membership. These ballots can be returned by post to 25 Corsham Street, London, N1 6DR or emailed to steveb@eata.org.uk. These need to arrive **no later** than the **8th January 2010**.

The AGM will be held prior to our Regional Conference: The Future of Drug and Alcohol Services, which we hope you will also be able to attend. The agenda for this is also enclosed. If you plan to attend the Regional Conference, please contact Louise Walsh at louise.walsh@eata.org.uk or 020 7 553 9580.

If you plan to attend the AGM I would be grateful if you please reply to Steve Broughton at steveb@eata.org.uk or call 020 7553 9580.

I look forward to seeing you then.

Yours Sincerely

A handwritten signature in blue ink, appearing to read 'Peter Martin', with a long horizontal flourish extending to the right.

Peter Martin CBE
Interim Chief Executive



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Annual General Meeting Monday 18th January 2009

Venue: The Offices of the Diana, Princess of Wales Memorial Fund,
County Hall, Westminster Bridge Road, London, SE1 7PB.
Time 10.30 am – 11.00am
Chair of Meeting Steve Rossell, Chair

AGM Agenda

1. Ordinary Business
 - a. Financial Accounts 2008-09
 - i. Income and Expenditure account and Balance Sheet
 - ii. Report of the Directors and the Reporting Accountants
 - b. Appointment of Directors
 - c. Appointment of the Reporting Accountants
 - d. Fixing of the Reporting Accountants fees
2. AOB

**EATA
Annual General Meeting
Minutes**

Thursday 26 February 2009

Ort House, 126 Albert Street, London, NW1 7NE

Chair: Steve Rossell - Treasurer

Attendees:

Deirdre Boyd (DB)
Nick Barton (NB)
Gina Dormer (GD)
Anthony Massouras (AM)
Brian Dudley (BD)
Ben Hughes (BH)
Steve Cooke (SC)
Chip Somers (CS)
Steve Hamer (SH)
Steve Rossell (SR)

Jeremy Harrod (JH)
Sharon Carson (SC)

Agenda Items

AGM 2008 minutes: agreed as correct record of AGM 2008

Proposed, BH. Seconded, SH (no dissent)

1. Ordinary Business

- a. Financial Accounts 2006-07
 - i. Income and Expenditure account and Balance Sheet
 - ii. Report of the Directors and the Auditors

Adoption of accounts discussed
Proposed, SR. Seconded, CS (no dissent)

b. Appointment of Directors

SR outlined the process of retirement by rotation and election / re-election by open vote.

SR, WD, AM, GD – offered themselves as Directors/Trustees and were successful in securing sufficient votes and director

SR asked members to approve the appointments
Proposed, CS. Seconded, BH (no dissent)

c. Appointment of the Reporting Accountants

Appointment of Grant Garrod Proposed, BH. Seconded, BD (no dissent)

d. Fixing of the Auditors' fees

SR suggested deferring decision until next meeting – all agreed

2. Amendments to the Articles of Association – The AGM is asked to consider, resolve and approve the presented change to the Articles of Association

Discussed proposals in order to streamline membership categories and definitions

Proposed change, NB (propose). Seconded, SH (no dissent)

Agreed and carried

3. AOB

SR thanked all those who had contributed to EATA's success over the preceding year, both corporately and personally.

Questions from the floor taken but considered not germane to agenda.

Meeting closed.



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NOMINATIONS TO EATA Board of Directors

If you wish to be considered for the Board, please complete the form below. If appointed, you automatically become a Director of the Charity.

I, _____ (Name) would like to be considered to serve on
the EATA Board of Trustees, on behalf of _____
(Name of organisation)

If selected for the Board I would be willing to act as a Director of the Company
and Trustee of the Charity from the time of appointment on 18th January 2010.

The nominee must sign below:

_____ Signature of nominee _____
Date

If you would like further information about the role please contact the current
Chair, Steve Rossell on 020 8335 1830.

You are reminded that only Full Members are eligible for the Board.

Please return by 8th January 2010 at the latest to:

**Steve Broughton,
EATA
25 Corsham Street
London
N1 6DR**

**Tel: 020 7553 9580
Fax: 020 7253 7991**

Email: steveb@eata.org.uk