

General Meetings

Overview

A general meeting is a meeting of the RCN membership when decisions are made on proposals put to them by RCN Council or by other members.

An annual general meeting (AGM) is a type of general meeting.

The AGM's prime purpose is for members to receive the annual report of the organisation.

Other general meetings are usually referred to as extraordinary general meetings of importance or concern to the membership.

General meetings, and the rules governing them, are fairly standard across most companies and organisations and the RCN's own rules on

General meetings at the RCN

The RCN's rules for general meetings are set out in the Royal Charter, Standing Orders and Regulations. This policy and process document sets out further details about how those rules are implemented.

All general meetings of the RCN are chaired by the President or, in their absence, the Deputy President and the conduct of the meeting is

Members must be given at least 21 days' notice of a general meeting.

The notice must include the date, time, venue and the purpose of the meeting.

Votes on ordinary and special resolutions will be set out in the agenda. The notice will be published on the RCN website and in all regular member communications including Bulletin, Activate and the formal email will also be sent to all members in the name of the President.

which is not on the agenda. To do so would be unconstitutional because members have to have 21 days' notice of any business.

and reconvened within two months.

consider an amended or new resolution.

Annual General Meetings at the RCN

The RCN should hold an AGM each calendar year.

There will also be a session on matters of professional character that are important to the members.

Extraordinary General Meetings at the RCN

Extraordinary General Meetings are usually called by RCN Council or of particular importance or concern.

included in the agenda for the Annual General Meeting if timings permit.

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Show of hands

favour or against a particular resolution.

It is only those members present at the general meeting whose votes

An independent scrutineer will be appointed to record the votes and to report the outcome to the Chair of the meeting.

Calling a poll prior to the general meeting

If an issue is of such importance that Council decides that all members should have the opportunity to vote, Council can call for a poll of all members.

should complete and return a proxy form.

Members who plan to be present at the general meeting do not need to

Calling a poll at the general meeting

A poll can be called at the meeting by either the Chair or by a minimum resolutions on the agenda. It can be called at the beginning of the

