

THE CHAMBER OF ENGINEERING TECHNOLOGY

(Association Not For Gain)

E Mail engineer@netactive.co.za

2023

Notice of the Annual General Meeting.

Date: 18th October 2023. (Wednesday)

Time 19h30

On Line Meeting

Agenda:

1. Welcome.
2. Read the notice calling for the annual general meeting.
3. Receive apologies for non-attendance and confirmation of attendance.
4. Confirm the minutes of the previous AGM .
5. Read the annual financial statements.
6. Receive the Chairman's Report.
7. Appointment of Auditors.
8. Vote for incoming Council members. The Council shall consist of the following members;
Chairperson;
Two Vice Chairpersons;
Secretary;
Treasurer
The Immediate Past-Chairperson is not voted into office, as the post is automatic by reason of the member's past position.
The above members form the Executive committee.

Extra members to assist;
Company / Patron members representative
Non Corporate members representative

More members than noted above may be elected or co-opted to the Council, but not the Executive.
9. Announce the new Council and Executive members.
10. Appointment of Chief Administration Officer.
11. Close the formal part of the meeting.

Please RSVP before the 10h00 on the 17th October 2023 so that we can register you and send you the required meeting link.

Full details and forms are also attached

If you have a problem we will, on your request, send them to you by separate E Mail.

For Information below is an extract from the COET Constitution.

- 4.3 The normal term of office of council members shall be two years. The term of office of the Vice-Chairpersons shall be one year but they may be eligible to be re-elected for another term.
- 4.4 The Immediate Past-Chairperson remains in office until the election of a new chairperson.

Please note that the current Executive and Council members are available for re-election but not necessarily to their current positions.

Please Note;

Any member in good standing is eligible to stand for election to Council. You may nominate yourself.

If you know of any member who is willing to stand for election for Council, please ask them to confirm this in writing (by E Mail) if they are not going to be present at the AGM. We need young active members!! We need workers not talkers!!

Serving on COET Council: What it entails.

The most important role is to identify strategies and functions that should be executed to promote and strengthen COET and the role and image of the engineering practitioner, to assist in the execution of these functions where possible and to provide an oversight role. Only members in good standing, not owing any membership fees, can serve on Council
COET Council is a voluntary, unpaid committee that runs COET, gives direction and ideas, decide on what needs to be done. Due to the new normal brought about by Covid, most decisions are to be made by electronic media such as E mails and a What's App group. There are usually 3 or 4 online Zoom meetings a year for further discussion, mostly after business hours.

Forms as well as the Minutes of the last AGM can be found on the COET Website

www.engineeringchamber.yolasite.com

Forms are shown below.

Forms may also be requested by E mail if needed. Please send request to engineer@netactive.co.za

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NOMINATION FORM

I, being a member of The Chamber of Engineering

Technology in good standing, do hereby nominate

a member of The Chamber of Engineering Technology for election to a position on the Council or Executive Committee. Such election is to take place at the Annual General Meeting to be held on 18 October 2023 at 19h00 on line.

(Proposer)

Print Name and Initials Signature

Nominated Persons Acceptance (Print Name and Initials)

Nominated Persons Signature(This may be signed at the meeting).

Contact Telephone NoFax No

E Mail address

PROXY FORM

I, being a member of The Chamber Of Engineering

Technology in good standing, do hereby appoint The Chairman of The Chamber of Engineering

Technology or

The Chairman of the meeting

or.....being a member of The Chamber of Engineering

Technology who is in good standing, to attend the Annual General Meeting to be held on line on the 18th October 2023 at 19h00..

The proxy may speak and vote on my behalf.

Print Name and Initials Signature

Contact Telephone NoFax No

E Mail -----