

## **Notice of Annual General Meeting**

Notice is hereby given that the 32nd Annual General Meeting of the Public Relations Consultants Association will be held online on **Friday 26 February 2021 at noon.**

*Please note that in line with Government health recommendations this meeting will not be open for members to attend in person. The holding of the meeting online is in line with The Companies (Miscellaneous Provision (Covid-19)) Act 2020. Those who register to attend will receive details on how to access the meeting via the online platform Zoom.*

*Attendees will be able to see and hear presentations by the Officers of the Board and to raise questions via the online platform. Alternatively, queries can be emailed in advance to the PRCA CEO at [martina@prii.ie](mailto:martina@prii.ie) no later than 48 hours prior to the AGM.*

*Voting will take place using a confidential polling tool on Zoom.*

The meeting is being held for the following purposes:

- (a) To receive the annual report of the directors and the statement of accounts to 31 October 2020.
- (b) To appoint auditors and to fix their remuneration.
- (c) To elect a Chairperson.
- (d) To elect Board Members.
- (e) To consider motions and Special Resolutions.
- (f) To consider any other business properly arising.

The financial report, all necessary forms and documents, including a copy of the Special Resolution, and any motions are available in the AGM folder in the Member's Area of the PRCA website.

All members entitled to vote at the meeting will be able to do so either

- **online at the AGM or**
- **by appointing a proxy** to attend and vote in his/her stead.
  - A proxy must be a member of the board of a PRCA member agency.
  - Photocopied, faxed, or scanned proxy forms **cannot** be accepted.
  - Digital/scanned signatures **cannot** be accepted.
  - Your **Proxy ID number**, which you received in the email sent to you on 3 February by Áine Sheehan [aine@prii.ie](mailto:aine@prii.ie) **must be included.**

Notices of motions, in writing, signed by the proposer and seconder, should reach me c/o the Public Relations Consultants Association, 84 Merrion Square, Dublin 2 by **5pm Thursday 18 February 2021. Alternatively, they can be emailed** before that deadline to the PRCA CEO Martina Byrne at [martina@prii.ie](mailto:martina@prii.ie). Motions, properly received, will be notified to members in advance of the general meeting.

***Dated this Third Day of February 2021***

***By order of the Board of Directors  
Owen Cullen, Company Secretary***