



Field Hockey BC Virtual Annual General Meeting (AGM) – February 10, 2021

Fourth Notice of 2021 AGM Calendar Timelines

Dear Field Hockey BC Members

Further to the previous three AGM notice circulations, FHBC is sending out the fourth of four planned community communiques in advance of the upcoming VIRTUAL Field Hockey BC Annual General Meeting on **February 10th, 2021** (6.30pm). This fourth notice draws particular attention to the posting of the **AGM Package** which includes all pertinent information pertaining to the 2021 AGM.

The AGM Package includes the following documentation:

- Meeting Agenda
- Minutes from the last AGM (February 10, 2020)
- Notice of Motions
- Notice of Board of Director Elections
- Reports from the President and Executive Director
- Board Executive Reports
- Audited Financial Statement to August 31, 2020

This notice also provides the opportunity to remind members of the deadline and due process ahead of the AGM associated with **Voting**. For those members wishing to attend and carry an individual vote or carry permissible proxy votes at the 2021 Virtual FHBC AGM, the following deadline has been set for the submission of an appropriate form or forms:

- ❖ **Deadline for Submission of Proxy Forms to FHBC: February 3, 2021**
- ❖ **Deadline to Register as an Individual Voter: February 3, 2021**

Submission of PROXY VOTING FORMS

FHBC has posted **TWO** forms associated with voting via Proxy at the 2021 FHBC AGM:

1. The first form is a **PROXY FORM LIST** that a proxy holder is responsible for completion and submission to FHBC by the deadline of February 3, 2021.
2. The second form is a **PROXY VERIFICATION FORM/SUBMISSION** that requires a member signature confirming the identity of the proxy holder who will carry their vote at the 2021 FHBC AGM.

The Proxy Holder is responsible for the **SINGLE (all at one time) SUBMISSION** of **BOTH** the **PROXY FORM LIST** and the **SIGNED PROXY VERIFICATION(S)** to FHBC by the deadline date of February 3, 2021.

For **SIGNED PROXY VERIFICATION(S)**, members can utilize the posted **PROXY VERIFICATION FORM** and return this to the Proxy Holder, OR members may submit the following standardized information to the Proxy Holder by other means (for example as a photo file):

- Title: 2021 FHBC AGM
- Member Name:
- Member Membership #:
- Designation of Voting Right to Proxy Holder (Proxy Holder Name):
- Member Signature:

Both the **PROXY FORM LIST** Template and the **PROXY VERIFICATION FORM** Template can be accessed via the FHBC website from the FHBC AGM main page, www.fieldhockeybc.com/annual-general-meeting-agm/, or from in the General Meeting Documents section of the FHBC website www.fieldhockeybc.com/documents/ under the heading 2021 FHBC AGM.

All VOTING Form submissions are to be returned to info@fieldhockeybc.com by February 3, 2021

Submission of an INDIVIDUAL VOTER FORM (for those members NOT carrying votes via proxy)

For members wishing to attend the 2021 FHBC AGM and vote as an individual, FHBC has created an **INDIVIDUAL VOTER FORM** that can be accessed from the FHBC website either at the FHBC AGM main page, www.fieldhockeybc.com/annual-general-meeting-agm/, or from the General Meeting Documents section of the FHBC website www.fieldhockeybc.com/documents/ (under the heading 2021 FHBC AGM). **INDIVIDUAL VOTER FORM SUBMISSION** is required by a deadline date of February 3, 2021.

All VOTING Form submissions are to be returned to info@fieldhockeybc.com by February 3, 2021

Uploading Voting Information in advance of the 2021 FHBC AGM

Following receipt and processing of a Voting Form Submission, FHBC will upload all relevant detail into the voting software being utilized for the 2021 Virtual FHBC AGM and communicate thereafter to those carrying votes on how they can access the voting software and cast votes at the AGM.

FHBC looks forward to welcoming you to the virtual 2021 AGM on the evening of February 10, 2021. A further notice as to how members can access the virtual 2021 AGM will be circulated on February 5, 2021. This notice will be principally targeted at those who wish to attend but are not carrying a vote – those voting will receive direct notification. In the meantime, please do not hesitate to reach out and contact us at info@fieldhockeybc.com should you have any questions regarding the 2021 FHBC AGM.

Yours in sport,

Margaret Johnson

Vice-President
Field Hockey BC

January 25, 2021

