

Introduction

Whilst there are several channels you can use to contact the BMC with concerns/changes, as a member of the BMC you have certain rights, which are in our Articles of Association (the Articles). One of these rights is that you can put forward resolutions to be voted on by your fellow members at scheduled General Meetings (GMs) or Annual General Meetings (AGMs).

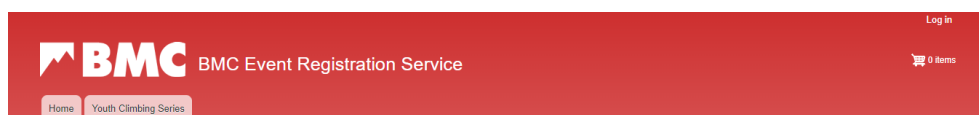
There is an AGM scheduled for **Saturday 17 June 2023** and this guide sets out how you can get a resolution to be proposed at this AGM.

How to submit a resolution for the AGM on Saturday 17 June 2023

The Articles allow for two ways, you can choose which one, but you **cannot do both**, it's an either / or decision.

Option 1 (Article 11.8.1)

1. Decide on the wording of the resolution – it should be no more than a sentence, and once you are happy with it, either a) email it to our company secretary – lucy@thebmc.co.uk or b) [post it to our company secretary – Lucy Valerio, BMC, 177-179 Burton Road, Manchester M20 2BB](#). If you wish to provide members with more information about the proposed resolution, prepare a longer document, either as a pdf, word or handwritten document, and send this with your resolution.
2. We will then set up a webform which sets out the resolution, provides a hyperlink to the more substantive document, and allows your fellow members to give their support – as per below.



BMC AGM resolutions

Fill in your name, BMC membership number and email address, then select which resolutions you are supporting.

Full details of each proposal can be found on the BMC website [Link to BMC article]

Please contact lucy@thebmc.co.uk if you experience any difficulties.

Forename *

Surname *

BMC Membership number *

This must be a letter followed by six digits, e.g. A123456

Email *

Your email address will be used solely to send an automated message confirming your submission.

Resolutions supported

Please select all the resolutions you are supporting.

To withdraw your support for any resolution(s) you previously supported, uncheck the relevant boxes.

☐ Resolution 1

☐ Resolution 2

☐ Resolution 3

3. We will advertise this form on our website and social media, but it is up to you to drum up support for your resolution.
4. You will need to get **0.5% of 72,643 members**, which is **363** of them, to add their name to your resolution by completing the webform. The webform is essentially being used as a way for your fellow members to add their signature to your proposed resolution. Any member supporting it **must** include their BMC membership number, and if they are using webform the email address they have registered with the BMC. They **must** also be entitled to vote at AGMs, i.e. be a Voting Member – which means they have paid their subscription fees and they are over the age of 18.
5. You will need to get **363** signatures before **Tuesday 2 May 2023**. The webform will be closed at this time and anyone who completes it after this time will not be counted towards the **363** signatories needed.

6. On **Wednesday 3 May 2023** the BMC will check that the signatories supporting your resolution are all Voting Members, and confirm the exact number of signatories reached. The BMC will validate signatories against their name, BMC membership number and email address.
7. If your resolution achieves the required amount of support, you will be notified, and the resolution will be added to the AGM notice and will be voted on at the AGM on **Saturday 17 June 2023**.
8. If your resolution does not gain enough signatories, you will be notified, but the resolution will not be added to the AGM notice.
9. You **cannot** then use Option 2 to try and get your resolution voted on at the AGM on Saturday 17 June 2023.

Option 2 (Article 11.8.2)

1. Decide on the wording of the resolution.
2. Find at **least twenty five (25)** other members who agree with your proposed resolution and get them to either physically sign it or email you to state they want to support it. Please make sure you also note their membership numbers.
3. Email, or post, the resolution and signatories to our company secretary as per the details above and she will submit the resolution to Members' Council (Council) on your behalf.
4. You need to get the resolution and support to the company secretary by **Monday 27 March**, this is to ensure the resolution can be put to Council at their meeting on 28 March, and provides Council with the opportunity to refer it to members via Area Meetings, at the round of Area Meetings held in late April. These are the only Area Meetings held prior to the AGM.
5. Council will review the resolution, and discuss it at the scheduled Council meeting and/or refer it to members via Area Meetings for discussion and feedback.
6. If Council accept the resolution, you will be notified, and the resolution will be added to the next scheduled AGM.
7. If Council reject the resolution, they will provide a written response as to the reasons for their rejection, and it will not be added to the AGM notice.
8. You **cannot** then use Option 1 to try and get your resolution voted on at the AGM on Saturday 17 June 2023.

How to support a resolution submitted by a fellow member under Option 1, and add your support to additional resolutions

1. If you agree with a proposed resolution and you want to add your signature to it, click [here](#) to take you to the webform. Please remember you will be supporting the resolution being put in front of the members at the AGM, you are **not** voting on the resolution itself.
2. Complete the webform. You **must** include your BMC membership number and email address registered at the BMC. If there is more than one resolution proposed, tick the one(s) you want to support only, then click submit.
3. You will receive an automated email. This is so you know your signature has been recorded and to check that you are aware you have supported the resolution(s) being put forward at the AGM. It also provides you with a link back to the webform.
4. If you do not have access to a computer you can write to the company secretary, details above, stating you support the resolution. You **must** include your BMC membership number and a correspondence address if you use this method.

How to withdraw support for a resolution under Option 1 you've previously supported

If you decide you want to withdraw your support, and it is prior to the closing of the webform at **23.59 Tuesday 2 May 2023** simply go back to the webform, input your details again and leave the rest of the form blank i.e. don't tick any of the resolutions. We will then know this means you have withdrawn your support.

If you decide you want to withdraw your support after the webform has closed but prior to notice of the AGM being sent to Members on **Thursday 1 June**, please email our company secretary, details above, stating you wish to withdraw your support. Please provide your membership number.

If you wish to withdraw your support for a resolution and you do not have access to a computer, please write to our company secretary, details above, stating you wish to withdraw your support. Please provide your membership number.

How to withdraw support for a resolution under Option 2 you've previously supported

If you decide you want to withdraw your support, please email, or write to our company secretary, details above and she will inform Council that your support has been withdrawn.