



MOSAIC JEWISH COMMUNITY LIMITED (the Company)

2020 ANNUAL GENERAL MEETING

TUESDAY 15TH SEPTEMBER 2020 AT 20.00

VIA ZOOM

NOTICE OF ANNUAL GENERAL MEETING AND AGENDA

Notice is hereby given that the Annual General Meetings (**Meeting**) of Congregants and Members of the Company will be held via Zoom at the time and date set out above.

As the AGM is being held on Zoom this year, all Congregants wishing to attend **must register in advance** of the Meeting. Details on how to register, and on how to speak, ask questions and vote during the Meeting, are set out in the attached Notes.

Order of business:

1. **Welcome by the Chair; and to confirm that the meeting is quorate**
2. **To note any apologies for absence**
3. **To approve the minutes of the 6th AGM (26th May 2019) and to discuss any matters arising**
4. **To note the reports from the Directors and to take comments and questions**
5. **To consider and if thought fit pass the following resolutions.**

Election of Board directors:

1: Mark Phillips and Jeff Highfield were elected as Co-Chairs for a two-year term as the 2018 AGM, and the constitution of the Company allows them to stand for a one-year extension to this initial term. The Board has nominated Mark and Jeff for this extension, and they have accepted the nomination. No other nominations have been received and the Board therefore proposes the following ordinary resolution:

Resolution 1. THAT Mark Phillips and Jeff Highfield be and are hereby elected as Co-chairs for a term ending at the end of the next Annual General Meeting of the Company.

2: Tony Fineberg was elected as Treasurer at the 2019 AGM and is eligible and willing to stand for that position again. The Board has nominated Tony Fineberg to that position, and he has accepted the nomination. No other nominations have been received and the Board therefore proposes the following ordinary resolution: -

Resolution 2. THAT Tony Fineberg be and is hereby elected as Treasurer for a term ending at the end of the next Annual General Meeting of the Company.

3: Elaine Glass was elected as Chief Administration Officer at the 2019 AGM and is eligible and willing to stand for that position again. The Board has nominated Elaine Glass to that position, and she has accepted the nomination. No other nominations have been received and the Board therefore proposes the following ordinary resolution: -

Resolution 3. THAT Elaine Glass be and is hereby elected as Chief Administration Officer for a term ending at the end of the next Annual General Meeting of the Company.

4: Under paragraph 9.1.6 of the constitution of MJC, such other directors as the Board considers required to meet the needs of the community shall be elected at each Annual General Meeting. The Board has received the following nominations for these additional Board positions:

Property Project Co-ordinator: Lawrence Chadwick, nominated by Caroline Chadwick and Steve Noble

Community Events Co-ordinator: Jane Prentice, nominated by Mark Phillips and Jeff Highfield

Project Leader, exiting Bessborough Road: David Leibling, nominated by Mark Phillips and Jeff Highfield

Ritual Events Coordinator: Joel Abrahams, nominated by Mark Phillips and Jeff Highfield

Communications Officer: Steve Levinson, nominated by Mark Phillips and Jeff Highfield

The Board has not received any nominations for the following positions, which it still considers required to fully meet the needs of the community:

Marketing Officer

Adult Education Officer

Social Action Officer

But the Board is able to accept nominations at short notice, including during the meeting.

The Board proposes the following ordinary resolution:

Resolution 4. THAT Lawrence Chadwick, Jane Prentice, David Leibling, Joel Abrahams and Steve Levinson be and are hereby elected to the Board positions set out above, for a term ending at the end of the next Annual General Meeting of the Company.

The Board has no other resolutions to propose to the Meeting, and the Board have received no other resolutions to put to the meeting from Congregants or from Constituent Synagogue Councils.

By Order of the Board

Jeff Highfield

Jeff Highfield
Company Secretary
1st September 2020

Registered office: 39 Bessborough Rd, Harrow, Middlesex, HA1 3BS

NOTES TO THE NOTICE OF ANNUAL GENERAL MEETING ENTITLEMENT TO ATTEND AND VOTE AND APPOINTMENT OF PROXIES

1. Entitlement to attend and vote

Only those Members registered in the Company's register of members and Congregants who are Congregants at 6.00 pm on the day two days prior to the meeting shall be entitled to attend, speak and vote at the meeting.

2. Appointment of proxies

If you are a person who is entitled to attend and vote at the meeting, you are entitled to appoint one or more proxies to exercise all or any of your rights to attend, speak and vote at the meeting. Your appointment of a proxy / proxies must be made at least 48 hours in advance of the meeting, either in writing to the Company's registered office, or by email to chair@choosemosaic.org using the subject heading 2020 AGM Proxy

3. Changing proxy instructions

You may change a proxy instruction but to do so you will need to inform the Company in the same manner as the appointment. Appointment of a proxy does not preclude you from attending the meeting and voting in person. If you have appointed a proxy and attend the Meeting in person, your proxy appointment will automatically be terminated.

NOTES TO THE NOTICE OF ANNUAL GENERAL MEETING REQUIREMENT TO REGISTER, AND HOW TO SPEAK, ASK QUESTIONS AND VOTE

1. Registration for the Zoom AGM

To register for the Zoom AGM, please click the link below. You will be taken to a web page where you can register for the AGM.

[Click here to register for the AGM](#)

After submitting your registration, you will receive an email containing a link to the meeting. **The meeting link is unique to you - please do not share or forward the email to others.** On the day of the AGM, just click the link in the email to access the AGM Zoom meeting

2. Speaking and questions at the Zoom AGM

Questions can be submitted in advance by emailing them to this address, using the subject heading 2020 AGM Questions: chair@choosemosaic.org

On the day of the Zoom meeting, questions can be submitted via the Zoom Chat facility, or you can raise your hand by clicking on the 'Participants' icon on your Zoom screen and then clicking on 'Raise Hand'.

3. Voting at the Zoom AGM

Members and Congregant members can vote on resolutions at the Zoom AGM by proxy or electronically as described in paragraph 4 below.

4. Electronic voting at the Zoom AGM

Electronic voting at the Zoom AGM will be facilitated by the use of the Zoom 'Polling' capability. One or more Polls will be launched during the meeting where registered attendees can vote. Prior to any votes being cast, an explanation of the polling system will be given.

Where multiple persons are sharing one device, the poll will allow for votes from each person (up to a maximum of two persons per connected device).

If more than 2 persons are sharing a single connected device, you will need to use an additional device / devices.