



11th August 2021

To All Members

NOTICE TO THE ANNUAL GENERAL MEETING

NOTICE is hereby given that the Annual General Meeting of the members of Public Relations Society of Kenya will be held virtually (log in details to be provided later) on **Wednesday, 1st September 2021** starting from **1.00pm** via Microsoft Teams.

**NOELLA MUTANDA
SECRETARY**

AGENDA

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| 1. To note quorum, receive and record apologies for the meeting | Secretary |
| 2. To read the notice convening meeting | Secretary |
| 3. To confirm minutes of the last meeting | Secretary |
| 4. Elections | Secretary |
| 5. IPRAC Bill Status Update | Secretary |
| 6. Certification of PR Professionals Status Update | President |
| 7. To receive the Treasurer's report for the year ending 31 st December 2020 | Treasurer |
| 8. To receive the Society's status report for the year ending 31 st December 2020 | President |
| 9. To transact any other business whose due notice has been given | President |

Procedure at Meeting

1. At all meetings of the Society, the President or in his/her absence, the Vice-President, or in the absence of both these office bearers, a Full Member selected by the meeting shall take the Chair.
2. The President may at his/her discretion limit the number of persons permitted to speak in favor of or against any motion.
3. Except as otherwise provided for in these rules, resolutions shall be decided by simple voting by a show of hands by Full Members. In case of equality of votes, the President shall have a second or casting vote.

Note:

1. Any member with any other business must send notice for the same to the Secretariat by **Wednesday, 18th August, 2021** for inclusion in the agenda.
2. Any member wishing to participate in the meeting **MUST** validate their annual subscription or any other dues to the Society on or before **Tuesday, 31st August 2021**.
3. Members are urged to forward questions to the Secretary by **Friday, 27th August 2021** through the following email: admin@prsk.co.ke
4. The audited financial statements are available on the website: <https://bit.ly/2U6AhMo>