



Welcome to our Annual General Meeting 2024

The 2024 Annual General Meeting of the Association for Learning Technology (CIO no. 1160039), takes place on Wednesday, 4th September 2024 - 13:00 in the Manchester Suite, Radisson Blu, Manchester Airport.

Important information

Who can attend the AGM?

The AGM is open to all and everyone is welcome. Please sign in to record your attendance even if you are not a Member. Members eligible to vote who are attending remotely will be signed in via the proxy voting form.

Who is eligible to vote?

1. All Members who hold a current individual or organisational Membership are eligible to vote (including all classes of Certified Membership and Honorary Life Members).
2. Members who hold a membership in their own right and also represent a Member Organisation are eligible to vote twice, once for each membership they hold.
3. Associate Members are represented via their organisation's vote and are not eligible to vote individually.

How to vote at the AGM

- If you are present at the AGM, you will vote by show of hands.
- If you are not able to participate in person, please use the proxy voting form.

How can I access AGM papers?

All documents including this agenda can be accessed via the [ALT website](#) and have been circulated to Members via email.

Time	Item	Agenda item	Actions
13.00	1	<p>Welcome from the Chair of ALT</p> <p>Helen O’Sullivan will welcome Members and guests and thank Members for their active engagement over the past year.</p>	-
13.02	2	<p>Approval of the Minutes of the last Annual General Meeting and matters arising.</p> <p>The 2023 AGM was held on 6th September 2023 at the University of Warwick as an accurate record of the meeting.</p> <p>There are no matters arising.</p>	The Chair will ask for a Proposer and Secunder to approve the minutes.
13.05	3	<p>CEO welcome</p> <p>The Chair will welcome Susan Martin as ALT’s new Chief Executive.</p>	-
13.10	4	<p>Annual Report and Accounts</p> <p>Shonagh Douglas, Honorary Treasurer of ALT, will report to the meeting. Members then vote on the following resolution:</p> <p><i>RESOLUTION 1: IT IS HEREBY RESOLVED THAT the 2023-2024 Annual Report and Accounts be approved.</i></p>	The Chair will ask for a Proposer and Secunder for the resolution to approve the accounts.
13.15	5	<p>Appointment of an Auditor for the 2024/5 Accounts</p> <p>Members will be asked to vote to re-appoint David Cadwallader & Co Ltd, Accountants, of Chesterton, as Auditors. Members then vote on the following resolution:</p> <p><i>Resolution 2: IT IS HEREBY RESOLVED THAT David Cadwallader & Co Ltd, Accountants, of Chesterton, be re-appointed as Auditors for the 2024-2025 Accounts.</i></p>	The Chair will ask for a Proposer and Secunder to appoint the auditor.

13.20	6	<p>Trustee appointments and thanks</p> <p>The Chair will share key points of this year's Board effectiveness report, confirm Trustee appointments and thank Trustees coming to the end of their terms of service.</p> <p>The Chair will announce the results of this year's Trustee recruitment.</p> <p>There are no elected vacancies on the Board this year, thus no election took place.</p>	-
13.25	7	<p>Impact Report 2024</p> <p>Kerry Pinny, Chief Operations Officer, will present the Impact Report to Members.</p>	-
13.35	8	<p>Volunteer appointments and thanks</p> <p>Trustees will announce appointments of Members to roles within ALT and also thank Members coming to the end of their term.</p>	-
13.40	9	<p>CMALT Ceremony</p> <p>All Certified Members who have gained their membership in the past year or updated their status will be invited on stage to celebrate their achievement in a short ceremony + group photo.</p>	-
13.45	-	<p>Close of meeting</p>	