

# The Association for Roman Archaeology



## Annual General Meeting & Talk

*Chairman: Grahame Soffe*

**Thursday, 16th December 2021 at 5 p.m.**

### AGENDA

1. Chairman's Welcome
2. Poll to accept the minutes of the 2020 AGM
3. Chairman's Review of the Year
4. Treasurer's Report
5. Membership Secretary's Report
6. Poll to receive the Trustees' Reports, Financial Statements & Independent Examiner's Reports
7. Provisional Plans for year 2022
8. Election of Officers
9. To appoint the Independent Examiners, with fees to be agreed by the Board
10. Any Other Business

**After the business of the AGM has concluded,  
the Zoom meeting will continue with  
a talk by Sam Moorhead on  
*Io Saturnalia!***

# ANNUAL GENERAL MEETING ARRANGEMENTS

Members will recall that the Association normally holds its Annual General Meeting at the British Museum in November, on the same day as a Symposium held jointly with the Roman Society. The COVID-19 pandemic prevented the 2020 AGM from going ahead as intended and it was held online, via Zoom.

As with the 2020 AGM, the 2021 AGM will be held only online necessitating a number of changes in how it will run.

**Registration to attend the AGM virtually.** Members should register by visiting the “AGM” page of the ARA website at [www.associationromanarchaeology.org](http://www.associationromanarchaeology.org), clicking the “Register” link and completing the form before Thursday 9th December. The same page of the ARA website will also have copies of all of the relevant documents. We need to ensure that people attending the AGM are paid-up members, so after the registration form has been completed, your registration will be approved manually, after which you will receive an email from Zoom with a link to join the AGM. The same link will be included in reminder emails 24 hours and 1 hour before the AGM starts.

**Voting.** This pack includes an agenda for the AGM, and a list of the resolutions being put to the meeting. If you wish to vote, you may choose how to vote:

- Voting by Zoom. There will be a Zoom “poll” at the meeting for each resolution. Responding to a Zoom poll is simple, and details will be included in an email you will receive before the AGM. Each device connected to Zoom will have one vote – so if two members at the same address both wish to vote online, they will need to register separately and join separately from two different devices.
- Voting by post. Alternatively, you may vote by post. This pack includes a voting form which should be completed and returned to the ARA office, to be received by Thursday 9th December. Members who vote by post may also join the AGM by Zoom if they wish, but should not also vote by Zoom. Postal votes will be added to the Zoom votes in order to determine the total results for each resolution.
- Voting by proxy is facilitated (see voting card).

**Audio and video.** Members will be able to see and hear the presentations, but their own microphones and webcams will be switched off.

**Questions.** Members wishing to ask a question should type it into the Q&A box on Zoom (details of how to do this will be given when the AGM starts). Questions raised by members will be read out by the organiser and will be answered orally by the appropriate member of the ARA board.

**Recording.** The AGM will be recorded solely for the purpose of producing the minutes. The recording will be deleted after the minutes have been accepted. We will not publish the recording on any public sites.