



by the British Chamber of Commerce in Spain



ELECTIONS TO THE GOVERNING COUNCIL

2020 - 2022

British Chamber of Commerce in Spain

Explanatory document

With the collatoration of:



What is the Annual General Meeting?

It is the **annual event** where the **British Chamber** reflects on the previous year and reports to the members of the organisation.

The meeting serves to present the **activity and accounts of the previous year**, as well as the budget and action lines for the current year, through the organisation's spokespersons. The objective of the event is to **show with transparency what has been done** and answer all the questions and doubts that the members may have.

During the event, the **director** presents the activity across the different areas of the organisation: members, events, communication, committees and influence; the **treasurer** reports on the previous year's accounts and presents the provisional budget (yet to be approved); and the **president** summarises and the future prospects for the Chamber.

In addition, **elections are held every two years** to renew the organisation's Governing Council.



It is a board of people responsible for leading the strategy and overseeing the optimal functioning of the **British Chamber**.

According to Article 23 of the Statutes of the **British Chamber**, the board shall consist of a:

15 members



Per region a minimum of:

2 representatives from **Barcelona**

2 representatives from **Madrid**

2 representatives from **Andalucía**

Per member category a minimum of:

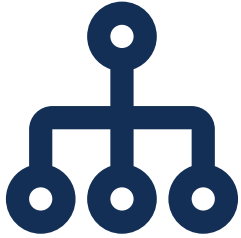
3 representatives from a **National Member**

3 representatives from a **Corporate or Patron Member**

Only one representative per company.

Impossible to delegate representation or vote at the quarterly meetings of the Governing Council to another person, even if they are from the same company.

Governing Council positions of responsibility



President: lead and manage the growth of the organisation, as well as being the main spokesperson and representative of the **British Chamber** before institutions, partners and media.

National Vice-President: to manage the growth of the **British Chamber** and to act in substitution of the President when he can't.

Regional Vice Presidents: lead the growth of the organisation, developing and creating close relations with the members in the regions where the **British Chamber** has regular activity: Madrid, Barcelona, Malaga and London.

Secretary: to represent the President in signing documents on their behalf, to attest on his behalf and authorise payments and other arrangements on behalf of the president

Treasurer: a position of great responsibility that manages and oversees the organisation's finances, budgeting accounts, financing and fundraising or authorising expenditures.

Chair of Communications: develops and exercises the internal communications plan for members of the **British Chamber** and strengthens relations with the media




Chair of Institutional Relations & Public Affairs: develops the activity of public affairs of the **British Chamber** and represents the interests of the members before the public administration and relevant institutions for the organisation.

Any **representative** of member companies in the **Patron, Corporate** or **National category**.

The person chosen must have the capacity and commitment necessary to **develop the mission and activity** of the **British Chamber** and contribute their skills to the improvement of the organisation.







Commitment acquired

-  **Two** years of loyalty
-  **Attendance** at quarterly meetings
-  **Active participation** in the projects of the British Chamber



Benefits of the Governing Council

-  New **business relationships**
-  Relevant **information**
-  **Visibility**
-  **Access to prominent people** in the business world
-  **Exclusive events**

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Requirements for applications and right to vote

If the company for which the candidate works **still hasn't paid their membership fee**, then this must be **up to date** and paid for before **March 27th**.

If the company does not want to submit a candidate for the new Governing Council but still would like to **participate in the voting process**, then this Membership fee still needs to be **up to date** and paid for before **March 20th**.

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Candidate application questionnaire

- 1** What do you think are the highlights and main responsibilities of being a member of the Governing Board of the British Chamber?

- 2** Do you think you will have the time, commitment and, above all, flexibility to attend to emails, calls, meetings and events that this position entails?

- 3** What are your objectives and inputs for the two years of this position?

- 4** In the event that you are not elected to the position you originally applied for in the Governing Council, would you be interested in another position?
