

# National Adult Literacy Agency (the “Company”)

## 44th Annual General Meeting

### Notice

**Notice** is hereby given that the 44th Annual General Meeting of the Company will be held at:

- 2pm on Wednesday 21 May 2025
  - The National College of Ireland, Room 2.19, Mayor Square, D01 K6W2
- and**
- online through Zoom.

It will be held for the following purposes:

#### Ordinary Resolutions

To consider, and if thought fit, to pass the following resolutions, which will be proposed as ordinary resolutions:

- to adopt the Minutes of the 2024 Annual General Meeting
- to re-appoint Mazars as the statutory auditor
- to authorise the Directors to approve the remuneration of the statutory auditor
- to appoint Geraldine Mernagh as Director of NALA’s Board
- to appoint Sarah Shaughnessy as Director of NALA’s Board.

#### Other items of business

- to receive and consider the Directors’ Report and Financial Statements for the year ended 31 December 2024
- to review the Company’s affairs
- to receive notification of any Co-opted Directors appointed since the last Annual General Meeting.

#### Please note:

- to attend and vote at the meeting you must have been a member by 5pm on 21 April 2025
- to attend the meeting please register no later than 5pm on Friday 16 May 2025 on NALA’s website [nala.ie/agm-2025](http://nala.ie/agm-2025)
- If attending online, to minimise unauthorised access to the meeting, a link to access the online Zoom meeting will be sent after registration. A link will not be issued to anyone who has not registered. We have put these requirements and restrictions in place to identify people who attend the meeting. Members will be able to vote, make comments and ask questions through Zoom.
- As an Individual Member, if you cannot attend the meeting you can appoint someone else to attend or vote for you. This is known as a Proxy. To nominate a Proxy, you must return a Proxy Form no

later than 2pm Monday 19 May 2025. The Proxy Form is available on [NALA's website](#). You can also request the form from Michelle Reade, NALA Governance and Compliance Officer, at the details below.

- Organisational Members cannot vote by proxy but can register up to three delegates to attend and vote for the organisation. Changes can be made to the registered delegates up to 2pm Monday 19 May 2025 by contacting Michelle Reade, NALA Governance and Compliance Officer, at the details below.

Dated: 28 April 2025

BY ORDER OF THE BOARD



Aoife Foley, Secretary

**Registered Office:** Sandford Lodge, Sandford Close, Ranelagh, Dublin 6, Ireland, D06 YF65.

**Company Registration Number:** 342807

**Registered Charity Number:** 20020965

**Contact:**

Michelle Reade

Governance and Compliance Officer

[membership@nala.ie](mailto:membership@nala.ie)

087 291 6383