

**National Adult Literacy Agency**  
**(the “Company”)**  
**45th Annual General Meeting**  
**Notice**

**Notice** is hereby given that the 45th Annual General Meeting of the Company will be held at 2pm on Tuesday 26 May 2026 at the An Post, The Exo Building, Point Square, North Wall Quay, Dublin 1, D01 W5Y2.

It will be held for the following purposes:

**1. Special Resolution:**

To consider, and if thought fit, to pass the following resolution, which will be proposed as a special resolution:

- To amend Section 1.2 of NALA’s Procedural Rules to:  
Large Organisation: Organisations with 51+ employees  
Small Organisations: Organisations with 1 – 50 employees.

**2. 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 2025 Annual General Meeting
- to authorise the Directors to approve the remuneration of the statutory auditor
- to appoint Dr Eleanor Neff as Chairperson of NALA’s Board
- to appoint Patricia (Trish) Nolan as Vice-Chairperson of NALA’s Board
- to appoint Linda Ayres as Honorary Treasurer of NALA’s Board
- to appoint Ciaran Casey as Director of NALA’s Board
- to appoint Mike Gogan as Director of NALA’s Board
- to appoint Tadgh Quill-Manley as Director of NALA’s Board
- to re-appoint Paula Tiller 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 2025
- to review the Company’s affairs

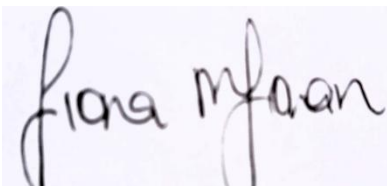
- to receive notification of any Co-Opted Directors appointed since the last Annual General Meeting.

**Please note:**

- To attend and vote at the meeting, you must have been a member **by 5pm on 25 April 2026**.
- To attend the meeting please register no later than **5pm on Thursday 21 May 2026**.
- 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 attend by Proxy, you must return a Proxy Form no later than **2pm Sunday 24 May 2026**.
- The Proxy Form is available on NALA's website. You can also request the form from Fiona McGowan, 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 on behalf of the organisation. Changes can be made to the registered delegates up to 2pm Sunday 24 May 2026 by contacting Fiona McGowan, NALA Governance and Compliance Officer, at the details below.

Dated: 1 May 2026

By Order Of The Board

A handwritten signature in black ink that reads "fiona mcgowan". The signature is written in a cursive, lowercase style.

Fiona McGowan, Secretary

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

**Company Registration Number:** 342807

**Registered Charity Number:** 20020965

**Contact:**

Fiona McGowan

Secretary, Governance and Compliance Officer

**[fmcgowan@nala.ie](mailto:fmcgowan@nala.ie)**

**T: 01 255 1870**