First Floor

134 Tooley Street

London SE1 2TU

**Tel: 020 7833 0777**

President:
Sandi Toksvig

Chair:

Lisa Holdsworth

General Secretary: Ellie Peers

21 July 2020

Dear XXXX,

This is an invitation for you to take part in our **Annual General Meeting** on **Wednesday 23 September 2020** from 10.30am. This year because of the Covid-19 crisis, we are holding the AGM virtually via Zoom. The online invites via Eventbrite will be emailed to members with the final agenda, approximately three weeks before the AGM.

We will be inviting guest speakers from the creative industry during the morning and afternoon sessions, but we will definitely try and keep the day shorter than usual to avoid online fatigue.

If you want, you can propose a motion, maybe to change the rules of the Guild or to draw attention to a campaign.

Also, you can put yourself forward for a vacant place on our Executive Council. We thrive on energetic writers who can spare a little time to help run their union and make the UK a better place for writers to work.

The deadline for motions and nominations to be received at the WGGB office is 12 noon on Thursday 27 August 2020. Forms can be downloaded (see below) or you can simply email the required information to ellie@writersguild.org.uk.

**AGM papers:**
The papers listed below can be downloaded from the WGGB website, alternatively if you would like a paper copy sent to you then please contact us on 020 7833 0777 (please leave a message with your membership details) or via email at admin@writersguild.org.uk

* Provisional Agenda 2020
* Form for Motions
* Nominations forms for Officers and Executive Council members and vacant posts
* Annual report 2020
* Audited Accounts 2019

The meeting is open to all members. Full Members and Life Members may vote on all matters. Affiliate Members may vote on the presentation and approval of the Accounts.

Regards and best wishes,

**Ellie Peers**
General Secretary
Writers’ Guild of Great Britain