



The British Chamber  
of Commerce in Latvia

## NOTES TO ATTENDEES AT THE 2023 ANNUAL GENERAL MEETING (“AGM”)

These notes relate to the following matters:

- (1) Eligibility to attend the AGM and how to appoint someone to represent an eligible person;
- (2) Names of those presently on the board of The British Chamber of Commerce in Latvia (“BritCham”) and details of those retiring;
- (3) Details of Board Members' attendance at Board Meetings and BritCham events during the period from the last AGM; and
- (4) Candidates for election to the Board.

(1) Eligibility to attend the AGM and how to appoint someone to represent an eligible person

- (a) All members of BritCham are eligible to take part in the AGM. Members may participate either in person or by representation. Representation must be submitted in writing and sent to the BritCham’s office (see below) before 5.00 p.m. Latvian time on 27 March 2023;
- (b) Only those members, who have **fully** paid all their membership subscriptions may attend or vote at the AGM. In the absence of a Board ruling to the contrary, failure to have paid membership subscriptions will bar attendance at the AGM and may result in loss of membership.
- (c) As regards the appointment of a representative, this may be done provided that the member completes the attached “Combined Proxy and Voting Form” and **submits it to BritCham’s office before 5.00 p.m. on 27 March 2023.**

(2) Names of those presently on the board of The British Chamber of Commerce in Latvia (“BritCham”) and details of those retiring

The Board of BritCham following the AGM on 31 March 2022 was made up of the following elected members:

Ms Ilze Berga  
Mr Simon Digby Boddy  
Mr Gordon Latimir  
Mr Rihards Rāvis  
Ms Irina Senņikova  
Mr Kalbinder Singh Srail  
Mr Māris Vainovskis  
Ms Trudy Žagare

Members' attention is drawn to the current contents of Article 8.9 of BritCham's Articles of Association which provides:

"Board Members shall be elected for the term of 2 (two) years and may be re-elected for two more consecutive terms. The Board shall be elected by the Annual General Meeting."

Mr Gordon Latimir and Mr Rihards Rāvis have completed their first term in office, Mr Kalbinder Singh Srαι has his second terms in office and Mr Māris Vainovskis has completed his third term in office. All are now required to retire. Mr Latimir, Mr Rāvis and Mr Singh Srαι are eligible, by virtue of Article 8.9 to stand for re-election if they wish to do so. Mr Vainovskis is not permitted to seek re-election.

The four remaining elected members of the Board, who are not required to retire and who will continue in office after the conclusion of the AGM are:

Ms Ilze Berga  
 Mr Simon Digby Boddy  
 Ms Irina Senņikova  
 Ms Trudy Žagare

(3) Details of Board Members' attendance at Board Meetings of BritCham during the period from the last AGM

The following table shows the attendance record of all Board Members of BritCham at formal Board Meetings during the period since the 2022 AGM:

<u>NAME</u>	<u>EVENTS ATTENDED</u>	<u>MEETINGS ATTENDED</u>	<u>PERCENTAGE ATTENDED</u>
Ms Ilze Berga	8	6	66.67%
Mr Simon Digby Boddy	11	7	85.71%
Mr Gordon Latimir	10	8	85.71%
Mr Rihards Rāvis	1	3	19.05%
Ms Irina Senņikova	6	2	38.09%
Mr Kalbinder Singh Srαι	7	7	66.67%
Mr Māris Vainovskis	8	8	76.19%
Ms Trudy Žagare	7	6	61.90%.
Representative of H.M. Ambassador (*)	9	6	71.43%
Ms Renāte Romanovska (†)	4	4	28.57%

(\*) Article 4.2 of BritCham's Articles of Association provides for H.M. Ambassador, in his capacity as Honorary Chairman of BritCham, to choose a representative from the Embassy to attend Board Meetings as an *ex-officio* Board Member.

(†) Mr Renāte Romanovska was BritCham's Executive Director till 22 February 2023 and attended Board Meetings as an *ex-officio* Board Member.

(4) Candidates for election to the Board

The following candidates are offering themselves for election to the Board:

Seeking re-election after completion of 2 (two) two-year terms:

Mr Gordon Latimir  
Mr Kalbinder Singh Srai

Seeking election:

Ms Justine Ignatavičute  
Ms Aija Héloïse Pince  
Mr Robin Dallas Poynder  
Ms Jana Smirnova

Details of **all** the candidates have been published on BritCham's website along with their detailed applications.

Members participating in the election of Board Members should note that all candidates have been invited to speak at the AGM to promote their candidacy.

**Candidates will speak in alphabetical order by surname. Their speeches will not be permitted to exceed 5 (five) minutes and candidates will be expected to address the following issues during their speeches:**

1. A commitment as to their ability to attend all Board Meetings and both to attend BritCham events in the future and actively to endeavour to procure the attendance of others, *i.e.*, both members and non-members;
2. How they will seek to increase the membership of BritCham;
3. How they believe that their being a BritCham Board member will be of assistance to BritCham;
4. Any other points which they feel will assist members to support their candidacy.
5. Board member candidates standing for re-election are requested to outline their achievements during their previous term(s) of office and their plans for the next 2 (two) years if they are re-elected.

Members are expected to reflect on whether the candidates have satisfactorily addressed these points when determining how they will cast their **four** votes.

Election Result

The votes will be counted by 2 (two) independent scrutineers who are neither Board Members nor candidates for Board Membership.

The result of the election will be announced by the chairman of the meeting at the conclusion of the AGM.