



Friidrett

Extraordinary group general assembly

Case file

17:00 - 02.11.2021

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Types of cases:

1) Information case: This is for cases where you wish to inform about something. Ask for thoughts and input if there is something you want feedback on.

2) Decision case: If there is something that needs to be decided, the case needs to be presented first. The one presenting the issue comes with a proposal for a decision. The decision will be made jointly.

3) Discussion case: This type of case is for getting opinions and information from the group as a whole. This differs from an information case, because the focus is on retrieving information, rather than sharing information.

For each case, think about why you are bringing it up. Example: Get ideas, make decisions, check the “feeling” or opinion in the group, engage people, ...

Agenda

Case 0: Welcome

Presenters: The board

Information:

Case 1: Approval of those entitled to vote

Presenter: The board

Suggested decision: The group general assembly approves those entitled to vote.

Information:

Report:

Case 2: Choosing secretary and chairperson

Presenter: The board

Suggested decision: The group general assembly accepts **[fill in chairperson]** as the chairperson, and **[fill in secretaries]** as secretaries.

Information:

We need to decide on one person to lead the meeting and one person to take notes.

Secretary: []

Chairperson: []

Report:

Case 3: Approving notice of meeting, case file and rules of procedure

Presenter: The board

Suggested decision: The annual meeting approves the notice of meeting, case file and rules of procedure.

Information:

Suggestion for rules of procedure:

1. The annual meeting is chaired by the elected chairperson
2. The minutes are kept by the elected secretary (preferably two people)
3. The minutes enter who has had the floor in the cases, proposals and decisions are entered with the number of votes for and against.

Report:

Case 4: Presenting the board and committees

Presenters: The board and committees

Information:

Report:

Case 5: Economical overview

Presenters: The board

Suggested decision: The group general assembly approves the economic report

Information:

Report:

Case 6: Changes to the Master Plan

Presenters:

Suggested decision: The group general assembly approves the changes to the masterplan

Information:

Report:

Case 7: Spain-trip

Presenters:

Suggested decision:

Information: Information about the trip to Spain is given.

Report: