

HEREDITARY SPASTIC PARAPLEGIA SUPPORT GROUP  
Registered Charity No. 1181539  
Trustees Meeting – [Online Meeting].  
23rd February 2021, Start time 19:00

**Minutes**

**This meeting has been called to discuss and agree a voting scheme for the 2021 AGM**

1. **Attendees:** Adam Lawrence (AL), John Mason (JM), Dave Harris (DH), Mitesh Patel (MP), Neil Cuthbertson (NC), Mike Cain (MC).  
**Apologies:** Ian Bennett (IB),

2. **Background.** Previous meetings and discussions via email had identified three possible “strands” of voting which might be used at the AGM this year. These were postal voting, email voting and traditional ballot.

The main intention is to widen the pool of possible voters so as to support a more inclusive vote. In the light of the recently announced proposals about lifting pandemic restrictions it was considered prudent to assume the AGM would most likely be a virtual one, not face-to-face and thus traditional ballot should not be the mainstay.

3. **Electronic and Postal voting.** About 100 members normally receive a paper copy of Newslink. This population would be the focus of our efforts in soliciting postal votes. It was agreed to send out an initial letter to establish how many would like to receive a postal voting pack.

The remainder of the membership normally received email communication and it was agreed that it was reasonable to offer these members the electronic voting option. In order to ensure the integrity of this vote we would need to ask members to register for voting so we can ensure that only those entitled to vote could do so.

It would be necessary to make sure all the votes were returned some two weeks or so before the date of the AGM to allow for collation and verification. In this way the AGM could be used to announce the result of the votes together with any other material.

4. **Traditional Ballot.** It was felt by a majority of Trustees that holding a normal ballot (perhaps via Zoom) in addition to these other methods would increase complexity whilst not necessarily increasing the number of voting members. For this reason it was agreed to proceed without this option for 2021.
5. **Timing and Collating results.** After discussion of the various possibilities and timings, it was agreed that the letter asking for postal vote registration would be sent out with the next Newslink issue. The request for electronic voter registration (email address, name etc.) would be sent out separately at about the same time.

6. **AOB**

- No other items were raised.

There being no further business, the meeting concluded at 19.50.