

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby served that the Annual General Meeting of the Association of Caribbean Higher Education Administrators (ACHEA) will be held on Thursday, July 07, 2016 at 3:30 p.m. at the Sunstone Main Hall, Jewel Runaway Bay Beach and Golf Resort, St. Ann, Jamaica.

AGENDA

- 1.0 Procedural Matters**
 - 1.1 Call to Order
 - 1.2 Welcome and Apologies for Absence
 - 1.3 Recognition of New Members and first-time Attendees
 - 1.4 Recognition of Local Chapters
 - 1.5 Adoption of Agenda

- 2.0 Confirmation of Minutes of Meeting held on Thursday, July 9, 2015**

- 3.0 Matters Arising from Minutes of Thursday, July 9, 2015**

- 4.0 President's Report**

- 5.0 Treasurer's Report**

- 6.0 Appointment of Auditors**

- 7.0 Election of Officers**

- 8.0 Plans for 2016-2017**

- 9.0 Date and Venue of Next Conference**

- 10.0 Any Other Business**

- 11.0 Termination of Meeting**