

Notes to the 2021 Annual General Meeting

Changes have been made to our usual arrangements for the Annual General Meeting (AGM) due to the coronavirus (Covid-19) pandemic.

1. All members over the age of 18 are entitled to attend Butterfly Conservation's General Meetings and will have one vote on each resolution by proxy.
2. This meeting has been called in accordance with the Charity's Articles of Association but with the following differences.

In the interests of public health, and to avoid the need to meet in person, BC has made the following arrangements which supersede the ordinary 'in person' requirement for company meetings:

- a. the AGM will consist of a combination of proxy voting and Zoom webinar to allow you to participate in the meeting;
 - b. joining the Zoom meeting is not the same as attendance at the AGM. You need to appoint a proxy to exercise your right to attend, speak and vote on the Resolutions.
3. A member does not have a right:
 - a. to attend the meeting in person – any reference in these Notes to a member's or proxy's right to attend in person, is now their right to attend by electronic means;
 - b. to participate in the meeting other than by voting, or such other means of participation as is offered by BC.
 4. The quorum requirements will be met if there are sufficient members attending by electronic means.
 5. Voting will be held in advance of the AGM by online secure proxy voting carried out by an independent company, Mi-Voice. You are required to appoint the Chair as your proxy to attend and vote for you. For your online security we are unable to accept other proxies for the 2021 AGM as we are not able to verify third party identities on this occasion. You will need the unique voting code provided in the AGM mailing to use the online voting facility.
 6. You may direct your proxy how to vote, in advance of the meeting.
 7. A paper-based version of the Proxy Form is available on request.
 8. Please remember to sign the Proxy Form if requesting and submitting a paper-based version. Only signed forms will be valid.
 9. Please return the form to Butterfly Conservation, Manor Yard, East Lulworth, Dorset, BH20 5QP by 5pm on Friday 29 October 2021. Forms received after this date will not be valid.