



European Cancer Patient Coalition



AGM 2020: Updated Information and necessary documentation

Dear ECPC Members,

We hope you and your families are well and safe!

With the ECPC Annual General Meeting (AGM) on **Saturday 21st November 2020**, four days away, we would like to remind those members who have not yet [registered](#) that they still can. With this email we also share with you the AGM documents, that you can go through before the AGM, together with instructions for joining the AGM platform.

November 2020

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REGISTER

AGENDA

Till Friday, November 20 12.00pm, please make sure that you have:

1. Registered for the AGM - the registration for the AGM will be open **till November 20, 2020**

2. Received a confirmation mail for your registration.

3. **Verified** your email address.
4. You have given a proxy to another ECPC member to represent you, **if you are not able to attend**.
5. You have read and understood [the instructions](#) to connect to the platform.
6. **We have arranged a dry run** to help familiarize yourselves with the functionality of the platform and we invite you to join us **for a couple of minutes** to test all features **anytime on Friday, 20th November 2020 in the morning between 09:00 – 11:00 CET and in the afternoon between 14:00 – 16:00 CET to connect to the platform**. All members that registered will receive details to connect soon.
7. If you have questions you can contact me (kathi.apostolidis@ecpc.org) and/or Paulina Gono (paulina.gono@ecpc.org) to assist you.

1. AGM Documents

Please find below the AGM documents for your information, which you can review and download from ECPC [website](#) by clicking on the document:

1. [Final AGM Agenda](#)
2. [Minutes for the General Assembly 2019](#)
3. [2020 Action Plan](#)
4. [Budget 2020](#)
5. [2019 Annual Report](#)
6. [Financial Report 2019 – Audit Committee Report](#)
7. [Scientific Committee Report](#)
8. [Proposal to change the Association's General Regulations:](#)
9. [Draft modification of the Association's General Regulations](#)

Other relevant materials to be downloaded from the ECPC website:

- a. [Statute](#)
- b. [Regulations](#)

We would like to remind you that **our registration is now open until Friday 20th November 2020 12:00pm CET**, below please find detailed instructions on how to register on the platform.

We would ask our members who have registered to please make sure that you have received

the registration process.

2.How to Register

To join the AGM we ask all our Full and Associate Members **to register before the event**. Please fill out the registration form on the platform [here](#). You are required to fill out your full name, organisation name (in English and in your native language), membership status, and contact details.

Once you have submitted a registration, a link will be sent to your email address to finalise your registration. When you click on the link, you will be asked to enter your email and password to log in to the platform. After your registration is finalised, you can log in to our platform.

We recommend to our members, to please log in to the dry run to familiarize yourselves with the functionality of the platform and **we invite you to join us on Friday, 20th November 2020 in the morning from 09:00 – 11:00 CET and in the afternoon from 14:00 – 16:00 CET** to connect to the platform. All members that registered will receive details to connect soon.

Participants will jump in for a couple of minutes to test if their WIFI connection is working, (although we recommend connection by cable as more stable), and to try out how they can ask questions and cast a vote, as well as familiarise yourself with the platform prior to the AGM. This will allow us time to help you with any questions you may have.

All members may attend the General Assembly, **but only Full Members have the right to vote**. Only one representative per Full member organisation can exercise the organisation's voting rights. In case more people from one organisation are attending, only the representative of the Full Member organisation who registers as first will be able to vote unless communicated otherwise. All other attendees from the same Full Member organisation won't be able to vote.

You can download the [user guide](#), along with an [informational video](#).

3. How to Submit a Proxy

If for any reason, a Full Member cannot attend the AGM, they can be represented by another

The filled-in proxy should be sent to paulina.gono@ecpc.org with copy to kathi.apostolidis@ecpc.org and you should receive a confirmation. **If you do not receive a confirmation**, please reach us via phone number +32 494 35 54 82 to make sure your proxy was received.

4. How to join the AGM

Please sign in on the ECPC AGM platform using the profile you created. We advise you to connect at least half an hour earlier to check sound and video on the day of the AGM.

Select the Full-Screen button to watch the proceeding in full screen, **enable audio by clicking Join Audio by Computer** will be available. After signing in, Click Watch Live Webcast and **Listen by Phone** or **Watch Live Webcast** and familiarize yourself with the platform functions and buttons.

5. Voting and posing questions

Resolutions will be posted on the screen and you will be asked to vote as follows:

Approve (YES) / Disapprove (NO) / Abstain (No vote)

You will be voting on the following resolutions:

- Please vote on the adoption of the minutes of the previous General Assembly meeting
- Please vote on the adoption of the clear image on ECPC assets and statement of income and expenditure for 2019
- Please vote on the adoption of the budget for year 2020
- Please vote on the granting of discharge to the Board members
- Please vote on including the item “Determining the membership fee of full members” in the agenda
- Please vote on including the item “Determining the contributions of the associate members and any other contributions” in the agenda
- Please vote on modifications of the Association's General Regulations: the Board
- Please vote on modifications of the Association's General Regulations: Vice-President
- Please vote on modifications of the Association's General Regulations: the Secretariat
- Please vote on modifications of the Association's General Regulations: Director

Please read [the guide](#) to see how to ask questions (pages 3 and 4) and **how to cast your vote** (page 5). For easy listening, all speaking will be also available in subtitles, so in case you may not have a good connection you will be able to “read” the talk on screen.

Please follow the instructions provided on the platform and if you have any further questions, please contact kathi.apostolidis@ecpc.org or paulina.gono@ecpc.org. On Saturday, Paulina will be available to answer any last moment questions by mail.

We look forward to virtually welcome and meeting you all on Saturday, 21st November 2020. By joining early we may have the time to greet each other.

With friendly regards,

Kathi Apostolidis
ECPC President



@ECPCfb



@cancereu



www.ecpc.org

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