

KETTERING AND DISTRICT HOSPITAL MANAGEMENT COMMITTEE

CHAIRMAN : D. E. HUTCHINSON, M.B.E., J.P. GROUP SECRETARY : W. A. DOWHILL, D.F.A., F.C.I.S., F.H.A.

GENERAL HOSPITAL

ROTHWELL ROAD · KETTERING · NORTHANTS.

TELEPHONE:
KETTERING 4441

Your Ref.....

Our Ref..... WAD/SML/G.12(a)

7th October, 1965.

Dear Colleague,

Kettering and District General Hospital Social Club -

Inaugural General Meeting, 21st October, 1965 at 8.15 p.m.

I was very pleased to note that you have applied for membership of the Social Club.

The next step in the process of bringing the organisation in to effective operation is for me to call the inaugural General Meeting, and it is proposed that this be held in the Recreation Hall at the Kettering General Hospital, at 8.15 p.m. on Thursday, 21st October, 1965.

I shall open the proceedings at the meeting and will preside only until such time as the first Chairman is elected. He will then conduct the election of the remaining officers and the members of the General Committee, and proceed to any other business.

In accordance with the constitution, staff representatives will 'be elected, by ballot if necessary, of all members present and voting at the Annual General Meeting'. It is, therefore, important that every member should make a special effort to attend this first meeting and exercise his or her voting rights.

To assist you in deciding whom you would like to represent your section of the staff, I am enclosing :

- (a) a list of the various sections to be represented on the General Committee, and
- (b) a list of applicants for membership as at the present date arranged under these various sectional heads.

You may also wish to discuss with your colleagues in advance of the meeting, a nomination or nominations for the appointment of Chairman, Vice Chairman, Secretary, and Treasurer.

For the avoidance of doubt and any possibility of embarrassment on this score, may I say that Miss Hotherhall and I are not eligible for election to any of these offices, although we shall, in accordance with the agreed constitution, serve as ex-officio members of the General Committee, and do what we can to further the interests of the Club.

Please do your best to be present at this most important