

INTERNATIONAL COOPERATIVE ALLIANCE
Association internationale sans but lucratif
International non-profit association
Avenue Milcamps 105, 1030 Schaerbeek
BCE 0535.539.869 (RPM Bruxelles)
(hereafter: « the ICA »)

Brussels, 20 May 2024

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Dear Members,

In accordance with Articles 17 and 19 of the Articles of Association, we have the pleasure of invite Members and Directors to participate virtually in the Ordinary General Assembly of the ICA which will be held on **20 June at 13:00 CET** by electronic means of communication.

The procedures for the organisation of this General Assembly explaining how the voting will take place can be downloaded here: <https://ica.coop/en/events/ica-general-assembly-2024-online>.

I. Agenda

The agenda of the meeting of this Ordinary General Assembly is the following:

1. Opening of the Ordinary General Assembly
2. Appointment of the bureau
3. Approval of the agenda
4. Introduction of the new Director General
5. Approval of the minutes from the Extraordinary ICA General Assembly held 28 June 2023 in Brussels, Belgium
6. ICA Board: Confirmation of the mandate of the At-large Directors appointed by the ICA Board by co-optation and announcement of new Directors
7. Activity report 2023
8. Approval of the annual accounts for the financial year closing on 31 December 2023
9. Discharge of the statutory auditor
10. Discharge of the Directors
11. Work Plan 2024
12. Approval of the budget for the financial year closing on 31 December 2024
13. A look ahead at changes to voting rights and membership fees
14. Next ICA General Assembly in November 2024

II. Documents

The principal documents necessary for the General Assembly deliberations shall be sent to the Members no later than fourteen (14) calendar days before the meeting. The principle documents will also be available here: <https://ica.coop/en/events/ica-general-assembly-2024-online>.

The Articles of Association and Internal Rules of the General Assembly can be referenced here: <https://ica.coop/en/about-us/our-structure/alliance-rules-and-laws>.

III. Presence

This Ordinary General Assembly will be held via electronic means of communication. Joining details will be communicated to registered Representative(s) and Voter(s) in accordance with Articles 9, 15 and 20 of the Articles of Association.

IV. Proxy

As provided for in Article 18 of the Articles of Association, each Full Member has the right to grant a proxy to another Full Member. The proxy form must be returned to the ICA on or before 14 June 2024.

V. Registration

If you are attending the ICA General Assembly, please register as soon as possible and **no later than 14 June 2024 midnight (CET)**. The registration and proxy forms are being sent with individualised instructions to each eligible Full Member and Constituency.

Sincerely yours,



Jeroen Douglas
Director General