

**ACER-CART 2019 Annual General Meeting**

**Second Information Notice**

* The 2019 ACER-CART AGM will be held in Ottawa June 7 and June 8, 2019. The pre-AGM in-service will be held on the 6th.
* There is a possibility that the e-petition will be presented in the House of Commons on the 7th at 10 AM. If so, you will be invited to join the executive. Nevertheless, you will have to register for the event. We will keep you posted.
* Last month I have sent out forms for your registration. As of yet, few have not registered. Please note that the block of rooms that had been reserved at the Ottawa Marriott Hotel is complete for the Wednesday night. We are trying to secure more rooms for that night. There is still availability for the other nights. **You must reserve your room through CTF** using the provided form.
* A paper copy of all agenda documents will be made available for you at the meeting. All pertinent documents will be posted on the website as they become available after the 30th of April. You will be advised when the website is open.
* Executive members and Directors are requested to submit their reports by **April 30th**. Please address the following issues, and any other relevant information you deem of interest to Members. All Member reports will be printed in the language they are submitted and will not be translated. You are encouraged to submit your reports in both official languages.
1. Name of the member association
2. Major concerns of your association
	1. Federal level
	2. Provincial level
3. Main activities of your association since last ACER-CART AGM.
4. All other pertinent information subject to interest delegates
5. Motions from your association to the ACER-CART AGM.
* The election call for nominations has been sent out. All completed nomination forms accompanied by their curriculum vitae received by **April 30th** will be included in the prepared documentation for the delegates. Please note that they will be published in the language they have been received.
* If you were a Director or an executive member that will not be returning next year please advise Roger. As you know, we have the tradition of giving certificates to people who have served in that capacity. Please indicate the years you were active.

Example :

 2015-16 Observer

 2016-18 Director

 2018-19 Executive member