



American Chamber of Commerce in Romania (AmCham Romania)

ANNUAL GENERAL MEETING CALLING NOTICE

March 20, 2018

Venue: Athenee Palace Hilton Hotel Bucharest, Le Diplomate

TO THE MEMBERS OF THE AMERICAN CHAMBER OF COMMERCE IN ROMANIA:

On behalf of the AmCham Romania Board of Directors and in line with the [AmCham Statutes](#), I am pleased to announce that the 2018 ANNUAL GENERAL MEETING OF THE ASSOCIATION (AGM) will take place on March 20, 2018 at the Athenee Palace Hilton Hotel, Le Diplomate.

The AGM also officially opens AmCham Romania's 25th Anniversary series, therefore this special edition will include both the regular AGM agenda – activity & financial reports for the past year and approval of 2018 objectives and a high profile guest and anniversary reception in the second half of the event. Details will follow soon.

The AGM also concludes the election process for the Board of Directors and Auditing Committee.

This AGM Calling Notice opens the nomination period for the 8 (eight) seats in the Board of Directors and 3 (three) seats in the Auditing Committee.

The eight candidates to be elected in 2018- of which one will represent an AmCham member company in the Business category, according to the [Art. 33 \(2\), Section II of the AmCham Statutes](#), will join the five members of the Board of Directors, elected in March 2017 who are halfway through their two-year statutory mandate.

I. Annual General Meeting – date, time & location

The first call of the AGM is 17:00 on March 20, 2018 at the Athenee Palace Hilton Hotel, Le Diplomate.

In case the statutory quorum of 50%+1 of the registered members cannot be met, the **second call of the AGM** is at **17:30 on March 20, 2018 at the Athenee Palace Hilton Hotel, Le Diplomate.**

II. Elections of the Board of Directors and Auditing Committee – nomination procedure & deadline

In accordance with Art. 35, Section III of the AmCham Romania Statutes, 8 (eight) positions in the AmCham Board of Directors and 3 (three) Auditing Committee positions are open for at-large elections. Following the AGM and elections, in accordance with [Section III. Art. 33 of the Statutes](#), within the first Board of Directors meeting, the Board members will elect the: President, First Vice-President, Second Vice-President and Treasurer.

AmCham Romania member companies are invited to nominate candidates for the Board of Directors and Auditing Committee elections. As a recommendation, nominated candidates should hold top management positions or be part of the top management team, with having a minimum of at least one year experience with the company in Romania, in order to ensure seniority and stability in the leadership of the association.

When the candidate is not the CEO, a special empowerment from the CEO/company top management will confirm that the nominee is delegated to publicly represent the company.

Please note that the deadline for submitting the filled-in Elections Nomination Form to AmCham Romania office is February 28, 2017 at 17:00. (see attached form).

For further details, please contact AmCham Romania at amcham@amcham.ro or the AmCham Executive Director Anca Harasim at harasim@amcham.ro, T: 021 312 48 34 or 021 315 8694.

Valid nominations must be submitted to the AmCham Office in electronic format or hard copy before the February 28, deadline, and must consist of:

- Filled-in nomination form (see attached)
- A brief biographical description (English, maximum 150 words, doc. format)
- Photo (portrait).
- Special empowerment when the candidate is not the company CEO

Information included in the nomination package is for AmCham's use only. Please refer to the attachment for details regarding the submission of your nomination.

Please note that in the spirit of fairness towards all nominees, the February 28, 2018 – 17:00 deadline is firm and will not be extended. According to the By-Laws of AmCham Romania, nominations from the floor during the AGM cannot be requested or received. Thus, if you intend to run for a position or nominate a candidate, please follow the procedure described above.

A Nomination Committee consisting of AmCham members will review the nominations to ensure that all required information is accurately provided in due time.

III. Voting Procedure

After February 28, 2018 all members will be informed by e-mail and on the AmCham website about the candidates validated by the Nomination Committee and ballots will be sent out to all members in order to express their vote. To avoid receiving more votes from the same company, **please note that one AmCham Member (company) can only have one voting ballot that should reflect the options by the CEO or designated person in relation to AmCham.**

The ballots should be filled before 17:45 at the AGM venue, or submitted to the Nomination Committee via e-mail prior to the meeting on March 20, 2018. Voting details will follow along with the Voting Ballots.

The results of elections for the new Board of Directors and Auditing Committee will be announced at the reception to follow the AGM on March 20, 2018.

On behalf of the AmCham Romania Board of Directors, I would like to express our warm appreciation for your support and dedication to AmCham, which have enabled the organization to constantly grow in terms of members and impact!

AmCham's 25th anniversary is equally the celebration of your contribution and dedication, and we urge you not to miss this occasion to celebrate past achievements together and to also look into AmCham's future role and impact for your business and Romania!

Sincerely,

JAAK MIKKEL

President of the Board of Directors

American Chamber of Commerce in Romania

Bucharest, February 7, 2018