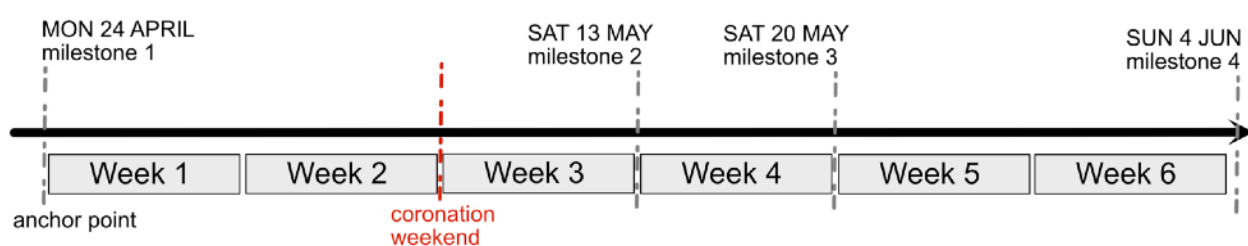


## Countdown to Decision Day on proposal to convert to a Community Benefit Society



This document sets out the timeline proposed by the Shildon Railway Institute Transformation Steering Committee towards an all member meeting where members will be requested to vote on whether they agree to our proposal to convert Shildon Railway Institute to become and register as a Community Benefit Society.

The milestones are as follows.

### **Milestone 1 - Monday 24th April 2023 - Committee Meeting**

The Steering Committee intend to present their proposal to the Management Committee of the Institute expressing an intention to hold a meeting and ballot of members on Sunday 4th June at 11:00am in the Main Hall. By this time all of the documentation (Model Rules, Membership Strategy, Policies, Statements of Compliance etc.) will be available to review at [www.shildonrailway.institute/transformation](http://www.shildonrailway.institute/transformation) (which is where the draft versions have been posted throughout the process)

### **Milestone 2 - Saturday 13th May 2023 - “Save The Date” Teaser Announcement**

In order to have a meaningful vote we need to make sure that as many members as possible attend on Sun 4th June. Therefore we will look to raise interest in the build up to Sat 13th May with a teaser announcement for members to know that something is going on and that 4 Jun is an important date.

### **Milestone 3 - Saturday 20th May 2023 - “Full Disclosure”**

On Saturday 20th May we will publish full details of what is happening on Sunday 4th June and why it should matter to members and why it is important that they attend the meeting to cast their vote. All the information they require will be available to them to consider from this date, and the Steering Committee will have prepared all of the procedures and materials necessary for the all member meeting to go ahead and on the 4th June.

### **Milestone 4 - Sunday 4th June 2023 - Decision Day**

A meeting of all members will take place in the Main Hall at Shildon Railway Institute and as many members as possible will be requested to attend. Members of the Transformation Steering Committee will make a presentation of the proposal to members, after which there will be a session of Questions and Answers before tellers are appointed and voting slips are issued. Only current paid up members will be entitled to cast a vote - and there will be a membership check as people arrive at the meeting. At the conclusion voting slips will be collected, counted and the result announced.

Should the members vote in favour of adopting the proposal to transform the organisation and reconstitute it as a Community Benefit Society, then the procedures and timeline necessary to trigger the transformation and registration will be triggered. Details of this procedure will be communicated, but are already part of the guidance and model rules provided by the Plunkett Foundation which are already freely available on the [www.shildonrailway.institute/transformation](http://www.shildonrailway.institute/transformation) page of our website.