



Indian Institute of Materials Management



PUNE BRANCH: Office No.310, Indulal Complex, 721/2-A, L.B.Shastrri Road,
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Dear Member,

12th July 2010

Subject: Notice of Annual General Meeting on 7th August 2010.

The Annual General Meeting of Indian Institute of Materials Management, Pune Branch will take place at The Institution of Engineers (India) Shivajinagar, Pune on Saturday 7th August 2010 at 7-30 P.M.. The agenda for the meeting will be as follows:

1. A brief report of the activities for the year 2009-2010.
2. Adoption and approval of accounts for the period ended on 31st March 2010
(Copy enclosed).
3. To appoint an Auditor for the year 2010-2011 and fix his remuneration.
4. To consider any other matter that may be brought forward of which written notice should be given at least 7 days in advance.

As per the Memorandum of the Institute the elected body of the year 2009-2010 will continue to work for two years i.e. upto 2010-2011. As such there will not be any election for the year 2010-2011.

The meeting will be followed by High Tea.

Thanking you,

Yours faithfully,

Vijay Laghate
Chairman

Encl: As above