



Caribbean Association Of Pharmacists

c/o The Pharmacy Council of Jamaica,
91 Dumbarton Avenue, Kingston 10, Jamaica
ww2.cap-pharmacists.com

EXECUTIVE COUNCIL 2018 - 2020

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Bahamas

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EXECUTIVE DIRECTOR

Pamela Townsend
Trinidad & Tobago

April 1, 2020

To All Members of the Caribbean Association of Pharmacists:

Notice is hereby given that the Annual General Meeting of the Caribbean Association of Pharmacists will be held at the **Convention Centre, Atlantis Resort, Paradise Island, Bahamas on Thursday, August 13th, 2020, 8:00 a.m.-11:00 a.m. and Friday, August 14th, 2020, 10:00 a.m.- 1:00 p.m.**

ORDER OF BUSINESS

1. President's Welcome
2. Adoption of Agenda
3. Apologies for absence
4. Reading of the minutes (previously circulated)
5. Confirmation of the minutes
6. Adoption of the minutes
7. Matters arising from the minutes
8. President's Report
9. Secretary's Report
10. Treasurer's report
11. Appointment of Auditors & Solicitors
12. Honourary Life Member Consideration
13. Committee Activity Reports
14. Country Reports
15. Old Business
16. Resolutions
17. Report of the Nominations & Election Committee
18. Election of Executive Committee 2020-2022
19. New Business
20. Adjournment

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Voting will be conducted in respect of any business which can be transacted at the Annual General Meeting. If you are unable to attend, a form of Proxy may be accessed from the Secretary, Executive Director or CAP Office (**thecapoffice@gmail.com**) or from the CAP website at **ww2.cap-pharmacists.com** or in person from the Secretariat within the timeline afforded by the Constitution. The form should be deposited with the Secretary not less than 48 hours before the time appointed for the meeting. Notwithstanding, proxy forms will be circulated to all members in good standing on or before July 13th, 2020.



Pamela Townsend BPharm., RPh., mCAP,

Executive Director