



CONVENING NOTICE

Annual General Meeting

Institut Luxembourgeois des Administrateurs

Luxembourg, 24 May 2024

Dear Member,

We are pleased to invite you, as a member of ILA, to the ILA Annual General Meeting which will be held at:



QUINTET Private Bank (Europe) SA
43 bd Royal,
L-2449 Luxembourg

on **Wednesday 19 June 2024 at 16:00.**

The agenda of the Annual General Meeting is as follows:

1. **Opening of the AGM by the Chair**
2. **Approval of the audited financial statements for the accounting year ended on 31 December 2023**
3. **Report on the annual Board activities**

Institut Luxembourgeois des Administrateurs - Association sans but lucratif

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4. Discharge to the Directors
5. Approval of the 2024 budget
6. Approval of the delegation of the daily management to the Executive Committee chaired by the CEO
7. Approval of the annual aggregated remuneration of the CEO and members of the Executive Committee
8. Appointment of the auditor for a renewable 1-year term
9. Election of 3 Directors for a 3-year term
10. Miscellaneous

In accordance with the Articles of Association adopted on 20 March 2024, the ILA Board of Directors decided to hold this year's Annual General Meeting with remote electronic votes, through a personal dedicated access to the Boardigo online platform.

You received from Boardigo a request to finalise your onboarding on the platform. This first step is essential before you can vote on the various items of the AGM agenda.

In a second step, you will receive requests to express your vote on each topic of the agenda.

You will be granted a two-weeks' time to vote on the platform. During this time, a Q&A session will be held on **Monday 10 June 2024, from 10:30 to 11:30** via a Zoom conference where Virginie Lagrange as Chair of ILA, Joachim Kuske as Vice-Chair, Frédéric Mouchel, member of the Board and Philipp von Restorff, CEO will be available to answer the questions you may have regarding the decisions to be made during the AGM. You are invited to send any question you may have, prior to the Q&A session to: agm2024@ila.lu.

In order to participate in the AGM, **you are requested to vote in advance** by accessing the Boardigo platform using your personal link included in the voting requests you will receive by e-mail, as from the reception of this email and **by Monday 17 June 2024, 18:00**.

With kind regards,

On behalf of the Board of Directors,
Virginie Lagrange, Chair

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