

THE JAPAN SOCIETY

2017

ANNUAL GENERAL MEETING

TRUSTEE ELECTIONS

Notice of the 2017 Annual General Meeting
at the Embassy of Japan, London on Wednesday 12 July



THE JAPAN SOCIETY (THE "COMPANY")

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the ANNUAL GENERAL MEETING of the Company will be held on 12 July 2017 at 5.00pm at the Embassy of Japan, 101-104 Piccadilly, London W1J 7JT. The business of the meeting shall be to record thanks to Sponsors and Benefactors and to consider, and if thought fit, pass the following resolutions:

1. To receive and adopt the audited annual accounts of the Company for the financial year ended 31 December 2016 and the Trustees' Report.
2. To reappoint Richard Place Dobson as auditors and to authorise the Board to approve their remuneration as thought fit.
3. To elect or re-elect Ordinary Trustees of the Japan Society to fill certain vacancies arising.

BY ORDER OF THE BOARD



H C POTTER
Chief Executive

Dated: 27 June 2017

Registered office: 13/14 Cornwall Terrace, London NW1 4QP

NOTES

- 1 A summary of the annual accounts is enclosed with this notice. The full accounts may be seen on the Company's website (www.japansociety.org.uk) or may be requested in hard copy from the registered office.
- 2 A list of candidates for election or re-election to the vacancies as Ordinary Trustees, together with biographical details of the candidates, are also enclosed..
- 3 A member of the Company is entitled to appoint a proxy to exercise all or any of his or her rights to attend, speak and vote at the meeting. A form of proxy is enclosed with this notice. The proxy must be a member of the Company or, in the case of a corporate member, its authorised representative.
- 4 To be effective, the instrument appointing a proxy and any authority under which it is executed (or a certified copy of such authority) must be deposited at the registered office of the Company not less than 48 hours before the time for holding the meeting. Completion and return of the form of proxy will not preclude members from attending and voting in person at the meeting. If you have appointed a proxy and attend the meeting in person, your proxy appointment will automatically be terminated.
- 5 To comply with security policy at the Embassy of Japan, members are asked to notify the Society in advance of their intention to attend the AGM. Please bring a copy of your booking confirmation, together with some form of photographic ID with you to the meeting.

Appendix

Election of Trustees

The Board of the Company currently consists of a Chairman, two Vice-Chairmen, three appointed Officers (Solicitor, Treasurer and Editor), one ex-officio Trustee (the cultural minister at the Japanese Embassy, who is also an Ordinary Trustee) and twelve Ordinary Trustees. The position on the board held, ex-officio, by the deputy head of mission at the Japanese Embassy, is currently vacant.

As set out in the Articles of Association, the total number of Trustees on the Board should be no more than twenty, and there should be no fewer than four Ordinary Trustees.

One-third of the Ordinary Trustees is required to retire by rotation each year. Those who have retired by rotation may stand for re-election but no one may serve for longer than six consecutive years as a member of the Board.

The Board has appointed a nominations committee currently comprising David Warren (Chairman), Tom Burn, Marie Conte-Helm, Andrew Fraser, Tetsuro Hama, Shinichi Iida (ex-officio Trustee), Mami Mizutori and Heidi Potter (Chief Executive). This committee reviews the skills that are required on the Board from time to time and the succession policy; and it makes recommendations to the Board on possible future appointments.

This year it is expected that, as a result of the requirement to retire by rotation and some resignations, there will be five vacancies for Ordinary Trustees which may be filled at the annual general meeting (the "AGM").

Two Trustees, **Jenny White**, a Vice-Chairman, and **Mami Mizutori**, an Ordinary Trustee, who will retire by rotation, have indicated that they are willing to stand for re-appointment. They are enthusiastic and valuable members of the Board, which warmly recommends their re-appointment.

There are three other people standing for election to the Board as Ordinary Trustees. **Sue Hudson**, **Yuuichiro Nakajima**, and **Richard Oppenheim**; they share between them a varied experience and active involvement in developing links between Japanese and British communities which will be of great benefit to the Japan Society. The Board proposes their election. Biographical details of all five Ordinary Trustee candidates are set out in this Appendix.

There are five candidates for election to fill a possible five Ordinary Trustee vacancies on the Board. Members are therefore asked at the AGM to cast their votes "For" or "Against" each candidate. Members may also select the "vote withheld" option if they do not wish to vote for or against any particular candidate, although a vote withheld in this way is not a "vote" by law and will not be counted in the calculation of the proportion of votes "For" and "Against" a candidate.

We are always looking for new people to be involved with the Japan Society in different capacities, including as committee members and as Trustees and are delighted that so many people are willing to volunteer their skills to the Society. We encourage members to let us know at any time during the year if they would like to be more involved. Suggestions of names of people to be considered for committees or for the Board should be made to any member of the nominations committee or indeed any member of the Board.

Members may vote, as normal, in person at the AGM on 12 July 2017 or by proxy. A proxy form is enclosed in this booklet for this purpose.

Biographical Details of the Candidates for Ordinary Trustees 2017

SUE HUDSON

Sue Hudson has spent all her adult life, both in her professional and private capacity, working for greater understanding and closer relations between Britain and Japan.

She moved to Japan after graduating from Sheffield University in History and taught English for almost four years in Mishima High School, Shizuoka Prefecture, on a Japanese Government programme. This was followed by a year in Miki Travel, London, and a period working as a freelance Anglo-Japanese media coordinator. Sue then joined the London office of the Japanese media company, Fujisankei, where she currently works as Director for Projects and Business Development.

Over the years at Fujisankei, Sue has worked on many hugely diverse projects; ranging from children's programming, such as Thomas the Tank Engine, to Formula One, to working with a leading Japanese cookery writer on creating Japanese cookery books in English, to the Praemium Imperiale Arts Awards, to promoting and filming Japanese musical talent in the UK – to mention but a few.

Sue has also been actively involved with the Anglo-Japanese community in a private capacity. On her return from teaching in Japan, she joined the Miura Anjinkai – a society created for the young people returning from Japan having been on the same Government programme and became its chairman. An interest in 'grass-roots' events led her, with other members of Anjinkai and the local Japanese community, to instigate the Natsu Matsuri that ran for a number of years from 1985 in London's Battersea Park. As chairman of Anjinkai, she also sat on the Japan Society Council and worked with the Society to try to attract more young members.

More recently, Sue served as a member of the Executive Committee for Japan400, which was established to mark and celebrate the arrival of the first British ship to Japan in 1613 and worked on the overall production of the major events during the year.

She is passionate about exploring ideas for projects that bring the two countries closer – whether it be through food, music, art, business or sport and greatly enjoys the challenge of finding stimulating ways of bringing people together.

MAMI MIZUTORI

Mami Mizutori is Executive Director of the Sainsbury Institute for the Study of Japanese Arts and Cultures. The Institute is affiliated with the University of East Anglia where she is the Special Advisor for Japanese Studies.

Previously, Mami worked for the Japanese Ministry of Foreign Affairs where her last position was Budget Director. She also served as Director of the Japan Information and Culture Centre at the Embassy of Japan in London, Director of the National Security Policy Division, Director

of the United Nations Policy Division, and Director of the Status of US Forces Agreement Division. In addition to London, Mami served in Washington DC and Mexico City.

Mami graduated in law from Hitotsubashi University, Tokyo and obtained a Masters Diploma in International Studies from the Diplomatic School of Spain. She has taught courses at Ritsumeikan Asia Pacific University and at Waseda University, Tokyo. She frequently participates in international conferences relating to such themes as cultural policies and East Asian diplomacy hosted by the Ditchley Foundation and similar international organisations. She is a member of the UK-Japan 21st Century Group.

Mami writes on a wide variety of topics for contemporary Japanese media and her work on public diplomacy in the UK was published in a volume produced by PHP Research Institute. Mami is a Managing Trustee of the Daiwa Anglo-Japanese Foundation and a Trustee of the Association for Aid and Relief Japan. She serves as a Director of Fidelity Japanese Values PLC.

YUUCHIRO NAKAJIMA

Yuuichiro Nakajima first came to the UK as a four-year old boy when his father was posted by his Japanese company's London office. Over the next four years Yuuichiro lived in London and the experience led him to return to the UK as a graduate student and then to work in the City; to date his working life has been spent equally between London and Tokyo.

Having studied economics at Keio University, Yuuichiro started his career with the Overseas Economic Cooperation Fund in Tokyo. In 1985, he enrolled in the MBA course at the London Business School as a British Council scholar and in 1987 joined S.G.Warburg's corporate finance department in London. After 16 years of working for City firms, in 2003 Yuuichiro established his own advisory boutique Crimson Phoenix in Tokyo to advise corporate clients on cross-border M&A (mergers, acquisitions, joint ventures, partnerships, etc.) transactions involving Japanese companies. Crimson Phoenix opened its London office in 2012 where Yuuichiro is now based.

Yuuichiro was an active member of the Japan-British Society (Tokyo) in his early 20s. He joined The Japan Society in 1985 and was soon thereafter elected to its Council, later serving on the Centenary Review Committee, which sought to modernise the Society's constitution, and the Awards Committee. While in Japan in the 2000s he was a member, and a Director, of the Japan-British Society, chairing its Centenary Awards Committee.

Yuuichiro is a member of the British Chamber of Commerce in Japan (serving on its Executive Committee until 2012) and of the Japanese Chamber of Commerce and Industry in the U.K. He is a non-executive director of J.P.Morgan Japan Smaller Companies Trust plc, is on the Advisory Board of the Japan Football Association and a

member of the Finance Committee of the Asian Football Confederation based in Kuala Lumpur.

He shares his interest in choral singing with his wife Wendela.

RICHARD OPPENHEIM

Richard Oppenheim is a career diplomat currently serving as Deputy Director and UK Commonwealth Envoy based in the Cabinet Office’s Commonwealth Summit Unit preparing for the London hosted Summit in April 2018. From 2010 to 2016 he was posted to Japan – as Head of Climate and Energy (2011-15) and Political Counsellor overseeing Foreign and Security policy co-operation (2015-16). Between 2004 and 2010, he served in the Middle East, studying Arabic in Damascus and subsequently serving in Muscat, Basra and Baghdad. He joined the Foreign and Commonwealth Office in 2002 working on EU enlargement in London after which he served briefly at the UK Mission to the UN in New York.

Richard graduated from Loughborough University in 1999 with a degree in Politics with French. From 1999-2001 he lived and worked in Japan (Kagawa-ken) as an Assistant Language Teacher on the JET Programme.

After more than ten years living and working in Japan and with a Japanese wife, Richard has a broad range of interests in the country. They include regional relations, internal politics and the economy, social issues and the UK-Japan relationship. He was one of the authors of “After the Great East Japan Earthquake, Political and Policy Change in Post-Fukushima Japan.” (NIAS Press, 2013).

JENNY WHITE

Jenny White first went to Japan in 1989, to take up a post as Assistant Director and Arts Manager at the British Council. In this role over the subsequent ten years, she developed art projects and links with independent artists, creative partners and cultural organisations in both the UK and Japan. She also produced the arts and creative economy programme for two major festivals, UK90 and the year-long UK98.

Following postings in Thailand and London, as Head of Arts Development, Jenny was appointed Director of the British Council in Cuba in 2006. In this role she hosted in 2009 the first tour of the Royal Ballet to Cuba as well as producing the UK’s contribution to the Latin American Film Festival and the Havana Art Biennial. As Environment Project Manager, she had a responsibility to develop sustainable cultural relations, implementing an Environmental Management System and designing an eLearning programme for 7,000 staff globally. Jenny is now Head of Visual Arts Programme for the British Council.

In 2013 Jenny took up the challenge of promoting and managing art and cultural events and communications and social media for the volunteer-run Japan400, which marked the anniversary of the first formal encounters in

1613. While celebrating the historical relationship, Jenny’s focus was the development of a framework for ongoing cultural exchange and exploration of the intersection between Japanese and British cultures.

Jenny is a Fellow of the Royal Society of Arts, a visiting fellow for international arts at the University of Derby and a trustee of ATMA dance company and APT art studios.

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THE JAPAN SOCIETY

PROXY FORM for the ANNUAL GENERAL MEETING 2017

I/We, being a member of The Japan Society, hereby appoint the Chairman of the meeting (see note 3)/
..... as my/our proxy to vote for me/us at the Annual General Meeting of The Japan Society to be held on Wednesday, 12 July 2017 and at every adjournment thereof.

Name (please print)

Category of membership [] Individual [] Family [] Corporate

Name of corporate member (if applicable)

Signature

Dated 2017

Instructions to Proxy

Please indicate with an "X" in the boxes below and overleaf how you wish the proxy to vote. The Proxy will vote or withhold their vote, at his or her discretion, on (a) any resolution listed below if no instruction is given regarding that resolution and (b) on any other business transacted at the meeting.

Table with 4 columns: Resolution, For, Against, Vote withheld. Rows include: Receiving the Accounts and the Trustees' Report, Re-appointment of the Auditors, Election of Sue Hudson as Ordinary Trustee, Re-appointment of Mami Mizutori as Ordinary Trustee, Election of Yuuichiro Nakajima as Ordinary Trustee, Election of Richard Oppenheim as Ordinary Trustee, Re-appointment of Jenny White as Ordinary Trustee.

Notes

- 1 A member of The Japan Society is entitled to appoint a proxy to exercise all or any of his or her rights to attend, speak and vote at a general meeting of The Japan Society.
2 Appointment of a proxy does not preclude you from attending the meeting and voting in person. If you have appointed a proxy and attend the meeting in person, your proxy appointment will automatically be terminated.

- 3 If you wish, you may delete the words “the Chairman of the meeting” and insert the name of a proxy of your choice. The proxy must be a member of the Japan Society or, in the case of a member which is a corporation, its authorised representative. Please initial any alteration. A proxy must attend the meeting to represent you.
- 4 The completed and signed proxy form (and, if relevant, the power of attorney or other authority under which it is signed, or a certified copy of that power or authority) must be received at 13/14 Cornwall Terrace, London NW1 4QP not less than 48 hours before the meeting or the adjourned meeting or, in the case of a poll, not less than 24 hours before the time appointed for taking the poll.
- 5 To direct your proxy how to vote on the resolutions mark the appropriate box with an ‘X’. If no voting indication is given, your proxy will vote or withhold their vote at his or her discretion. Your proxy will vote (or withhold a vote) as he or she thinks fit in relation to any other matter which is put before the meeting.
- 6 The vote withheld option is provided to enable you to instruct the proxy not to vote on any particular resolution. However, it should be noted that a vote withheld in this way is not a “vote” by law and will not be counted in the calculation of the proportion of votes “For” and “Against” a resolution.
7. Any power of attorney or any other authority under which this proxy form is signed (or a duly certified copy of such power of authority) must be included with the proxy form.
8. If you submit more than one valid proxy appointment, the appointment received last before the latest time for the receipt of proxies will take precedence.

Please return this form to the following address:

The Japan Society, 13/14 Cornwall Terrace, London NW1 4QP
or by email to: heidi.potter@japansociety.org.uk