

# THE JAPAN SOCIETY

2016

ANNUAL GENERAL MEETING

TRUSTEE ELECTIONS

Notice of the 2016 Annual General Meeting  
at the Embassy of Japan, London on Wednesday 22 June




**NOTICE OF ANNUAL GENERAL MEETING**

NOTICE IS HEREBY GIVEN that the ANNUAL GENERAL MEETING of the Company will be held on 22 June 2016 at 6.00pm 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 2015 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: 3 June 2016

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](http://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, three Vice-Chairmen, three appointed Officers (Solicitor, Treasurer and Editor), two ex-officio Trustees (the deputy head of mission at the Japanese Embassy, and a member of the Japanese Embassy, who is also an Ordinary Trustee) and twelve Ordinary Trustees.

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, Motohiko Kato (ex-officio Trustee) 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 of the Ordinary Trustees, Lydia Gomersall and Tetsuro Hama, 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. **Morihiko Okudaira**, **Sarah Parsons**, and **Yoji Saito**; 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 22 June 2016 or by proxy. A proxy form is enclosed in this booklet for this purpose.

## Biographical Details of the Candidates for Ordinary Trustees 2016

### LYDIA GOMERSALL

Lydia Gomersall first went to Japan in 1970 to work at the Osaka Expo, while still a student of Japanese studies at Sheffield University. After graduating and a period working for the director of JETRO in London she returned to Japan in 1973 to help open the British Export Marketing Centre in Tokyo. There she met her British diplomat husband and over the next three decades spent a total of 14 years in Japan, the final of their three postings being as British Ambassador. Apart from their Japanese postings they also served in Washington DC in the 1980s and at the United Nations in New York in the 1990s.

Whenever possible Lydia has worked in media, communications and public relations. She was Press Coordinator for the Japan Festival 1991, working with the media in the UK and on facility trips to Japan and subsequently established, and was Executive Director of, the Japan Festival Fund, which grew out of the 1991 Festival. During that time she also edited the Proceedings of the Japan Society. For most of her four years in New York she was Director of Promotion and Publications at The Japan Society of New York, a highlight of her time there being conceiving and staging the first Japan Society Matsuri on East 47th Street.

More recently her professional interests have broadened to include humanitarian aid and development issues, and from 2004-2008 she was Media and Communications Officer at the International Rescue Committee UK.

Lydia is on the boards of The Royal Hospital for Neurodisability, The Hattori Foundation and The Young Person's Concert Foundation and is a member of the University College London (UCL) Research Ethics Committee.

Since joining the board in 2011, Lydia has chaired the small grants and awards committees. §

### TETSURO HAMA

Tetsuro Hama moved to the UK in 1973 after graduating from Chuo University.

In September of that year, he established one of the first Japanese restaurants in London. He continues to be active in the culinary world, opening So Restaurant in Piccadilly in 2006. The restaurant came top in an Eat Japan poll of the most popular restaurants among the Japanese community. In February 2013, he went on to establish SOZAI, the first Japanese cooking school in the UK.

In September 1979, Tetsuro started Japan & Europe Motors (later JEM) to sell motor vehicles to Japanese ex-patriates.

Jemca, a new company set up in May 1991, was the first Japanese-owned Toyota Motor Dealer in London. In 1994, Jemca became the largest volume dealer in the UK and kept its position until the business was sold to Toyota Tsusho in 2003.

Since selling his main business, Tetsuro has become increasingly involved in the Japanese community. He is an active member of the Japanese Chamber of Commerce & Industry, chairing the Locally Established business division between 2010-2011, as well as of the Nippon Club and Japan Association.

He is on the executive committee of Japan Matsuri as well as being a sponsor and co-ordinator of Hyper Japan. §

### MORIHICO OKUDAIRA

Morihiko Okudaira arrived in London in 2013 to serve as Chief Regional Representative for the EMEA region at the London Representative Office of Japan Post Bank Co., Ltd (JPB).

After graduating from the Faculty of Economics, Keio University, he joined the Industrial Bank of Japan Co., Ltd. (IBJ) in 1983. He was assigned to IBJ Houston Representative Office in Texas in 1992 and transferred to New York in 1995 where he was based until March 2002 when he assumed his position as Executive Vice President at Mizuho Trust & Banking Co. (USA).

Here, he took up a leading role in the planning and implementation of the consolidation project of the four legacy banks: Fuji Trust, Dai-ichi Kangyo Trust, Yasuda Trust and IBJ Trust. This was to form part of the Mizuho Financial Group (MHFG) consolidation project.

Moving back to Tokyo in 2002 in a Deputy General Manager role in charge of strategic planning, he similarly managed the consolidation project of two Japanese MHFG "Trust & Banking" companies. He returned to Mizuho Trust & Banking Co. (USA) as President & CEO in 2007, steering the company through the many and varied challenges amid the turbulent years of the Lehman crisis and global financial meltdown. He remained with MHFG until joining JPB in April 2013.

Morihiko Okudaira is a chartered member of the Security Analysts Association of Japan. He loves reading books and has a passion for travel. He lives with his wife, Kazuko, in central London. §

**SARAH PARSONS**

Sarah Parsons has had close links with Japan since going out on the JET Programme to Gunma prefecture in 1995. Upon her return in 1998, she worked at the Japan Local Government Centre, London. She is now the Founder and Managing Director of 'Japan In Perspective', a consultancy business working with British companies that want to connect with Japan by supporting their business development, and companies that have been acquired by a Japanese company by improving their understanding and communications. Sarah has also worked with her local UKTI office and Chambers of Commerce in the East Midlands helping local companies work successfully with Japan as well as with Japanese companies in the UK offering global communications development consultancy and other support packages.

On a part-time basis, she is an Associate Lecturer at Nottingham Trent University in their School of Management teaching on the EPAS accredited BA and MSc in International Business and sits on their course enhancement board for the MSc in International Business. She has also been out to Stockholm University to lecture on 'Womenomics' and is currently conducting research in that area.

She is a regular contributor to the British Chamber of Commerce and Industry Japan's Acumen Magazine on Japanese Investment in the UK and has written articles and reports for Export to Japan and the HR Agenda Magazine, Japan.

In a voluntary capacity, Sarah is the Chair of JETAAUK where she works to further Japan UK links. She has been involved in organising many events with local Japan related businesses in the East Midlands and London to enable JETAA members to network professionally and carry on their ties to Japan upon their return to the UK. S

**YOJI SAITO**

Yoji Saito has spent much of his life abroad. Three years in New York from the age of six, were followed by time in Bangkok, Singapore, Dusseldorf and London as well as Japan. Having lived in London for over three years, he is particularly fond of this city.

He arrived in London in 2012 to take up the post of Product Marketing Director,

Living Environment Systems at Mitsubishi Electric Europe B.V. and in 2015 was appointed President & CEO of the company and regional CEO for EMEA.

After graduating in English from Sophia University, Tokyo, he joined Mitsubishi Electric Corporation in 1983. After working in the Planning & Administration Division, Living Environment Systems at the Tokyo Head Office and in the Global Marketing Department at the Shizuoka Works, he was transferred to Mitsubishi Electric Consumer Products, Thailand in 2003 as Manager in the Marketing Division.

His time in Bangkok was followed by a posting in Singapore, before a return to Head Office in 2006. In 2010, he was appointed General Manager, Planning & Administration Division, Living Environment Systems, where he remained until his posting to London.

As well as loving county music, Yoji Saito is interested in all sport, but tennis and golf in particular. His biggest regret is not having enough time to play. His wife, Noriko, is based in Tokyo, but enjoys spending time on extended stays in London. They have three grown up daughters, all living and working in Japan. S

**THE JAPAN SOCIETY**

**PROXY FORM for the ANNUAL GENERAL MEETING 2016**

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, 22 June 2016 and at every adjournment thereof.

Name (*please print*) .....

Category of membership  Individual  Family  Corporate

Name of corporate member (if applicable) .....

Signature .....

Dated ..... 2016

**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.

	For	Against	Vote withheld
1 Receiving the Accounts and the Trustees' Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 Re-appointment of the Auditors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Re-appointment of Lydia Gomersall as Ordinary Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 Re-appointment of Tetsuro Hama as Ordinary Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 Election of Morihiko Okudaira as Ordinary Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 Election of Sarah Parsons as Ordinary Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7 Election of Yoji Saito as Ordinary Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**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.

please detach here and return to the Japan Society

- 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](mailto:heidi.potter@japansociety.org.uk)