

**Minutes of the Annual General Meeting of the British and Irish
Orthoptic Society held at the John Anderson Building,
Strathclyde University, Glasgow on Wednesday 6th July 2005**

Present: Rosie Auld (Chairman), June Carpenter (Honorary Secretary); Jean Voller (Honorary Treasurer); Nick Heath (Accountant – Crouch Chapman); Michael Stewart (Solicitor – Carter Lemon Camerons), Andrew Elkington (President of BIOS and Past President of Royal College of Ophthalmologists), Helen Orton (Honorary Treasurer elect). 95 members were present.

1. Apologies for absence:

Received from 24 members.

2. Minutes of AGM held on 12th June 2004.

The minutes were agreed as a true record on a motion proposed by Helen Orton and seconded by Lesley-Anne Baxter.

3. Annual Report and Statement of Accounts of the BIOS for the year ending 31st December 2004.

The accountant explained the AGM receives the accounts for BIOS and BIOS Services (the trading aspects of the Society) and that over the years this has been a cost but is now a profit from income generated from Parallel Vision and advertisements and that money flows back into the charity. The total income for 2004 was £242k, up from £185k in the previous year. BIOS Services income is static at around £90k. The total income including Trade Union activities has increased from £203k in 2003 to £252k in 2004.

Investments have been doing well with an increase in interest received from £4k to £9k. Expenditure has increased as a consequence to financing secondment, increased costs for printing and meetings. The surplus is over and above budget as there was only one secondment (Chairman only) in 2004.

Together with all the investments, there is a surplus of £22k for the 2004 year. It is unlikely that costs will increase significantly as the office has been fully manned. Subscription income covers the activities of the Society.

The balance sheet is very similar to that of 2003. The underlying reserves have been boosted. There remains £5000 cash from the Department of Health, which is to be spent imminently on improving careers material.

A motion to accept the accounts was proposed by Jacky Nolan and seconded by Helen Orton.

4. To authorise Council to appoint and fix the remuneration of the Auditor.

The motion was proposed by June Carpenter and seconded by Jacky Nolan.

5. **Branch representatives**

The Honorary Secretary announced the representatives as follows:

Scottish Branch:	Alison Buchannan Rachel McKay
Southern Branch:	Linda Vogwell Jayne Heath
Northern Branch:	Lorna Pankethman Pam King
Midland Branch:	Shelagh Baynham Jacky Nolan
Welsh Branch:	Yvonne Millward Gill Williams
Irish Branch:	Patricia Blackburn Andrea Duguid

6. **Chairman's Report**

The Chairman expressed her thanks to BIOS Council and to the sub-committee chairmen and Journal editor who have been very supportive in her first term of office. She also extended her thanks to the BIOS office staff and informed the AGM that Judith Dand left BIOS at the end of May. An advertisement for the Executive Secretary position was to be placed in the next edition of Parallel Vision. The Chairman re-iterated the role of the President as an ambassador for the profession and encouraged members to feedback to Andrew who with his background of past president of the Royal College of Ophthalmologists could be very influential in providing the Society and members with its needs. The Chairman also thanked Michael Stewart for attending the AGM and for his support and the provision of valuable advice. Finally, she highlighted that, without the support of her department, she would not be able to fulfill her duties and responsibilities as Chairman of BIOS and this was also assisted by the Society's organisation for secondment for one day per week.

7. **Amendments to the Memorandum and Articles of Association of the Society.**

Jean Voller reported that the amendments have been undergoing amendments for some time and they have been made to reflect the change in name for the Society to encompass Ireland and the change of the CPSM to HPC and to include the Welsh and Irish Branches. In addition, membership categories have been updated and electronic communication has been recognised as a form of communication and where reference is made to the postal services, the period of time has been increased from one

day to two days. The quorum has been amended to reflect an increase in the number of branches. Additional advice was obtained at the meeting regarding Ref 52 where abroad has now been deleted. The motion was proposed by Helen Orton and seconded by Nadia Northway after a typographical error 4(a) (1) was corrected. Jean Voller thanked Michael Stewart for his advice and support and the Chairman re-iterated her thanks to both Michael Stewart and Jean Voller.

8. Rates of subscription with effect from 1st January 2006 and 1st January 2007.

The Treasurer notified members that BIOS Council agreed to set the subscription rates two years in advance in order to ensure that members would be able to pay in six monthly installments, not always possible if the AGM falls in the latter half of the year. Members were also informed that, if due to unforeseen and exceptional circumstances, BIOS required members to approve an alteration at the next AGM. The rate of increase for both 2006 and 2007 is 3%. The motion for the 2006 rates were proposed by Jacky Nolan and seconded by Irene Fleming; the motion for the 2007 rates were proposed by Helen Orton and seconded by Linda Vogwell.

	2006	2007
	£	£
Full membership	222	230
Non tax paying/academic	165	170
First year qualified	148	152
Newly qualified	91	94
Student	69	71
Non practising	91	94
Retired	45	46
Overseas	113	116

9. Any Other Business

The Chairman thanked Lorna McKay for taking on the KSF project which is due to be completed by October 2005; Fiona Rowe for her two terms of office as Chairman of Professional Development Committee and informed members of her new role as Research Lead for BIOS. Formal thanks were given to Jean Voller for her role as Honorary Treasurer and Helen Orton was welcomed in as Honorary Treasurer for 2005 to 2008. Finally, the on behalf of BIOS, the Chairman presented Jean Voller with a gift as a token for her dedication to the Society. The meeting closed at 11.50am.