BRITISH AND IRISH ORTHOPTIC SOCIETY MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 01 MAY 2019 AT THE STUDIO, BIRMINGHAM, COMMENCING AT 13:58

67 members attended

Panel:

Veronica Greenwood	Chair BIOS and BOS TU
Julie Cartledge	Vice-Chair BIOS and BOS TU
Samantha Aitkenhead	BOS TU Advisor
Sue Kellie	Business Manager for BIOS, BDA

- **Welcome and Apologies for absence**

Veronica Greenwood welcomed everybody to the meeting and introduced the panel. She noted that the AGM concerned the calendar year 2018.

Apologies for absence were received from Amie Brown and Jane Hanley.

- **Minutes of the 2018 AGM**

Victoria Smerdon proposed that the Minutes be accepted as a correct record, and Helen Haggerty seconded. The Minutes were approved unanimously and signed by the Chair. There were no matters arising.

- **Chair's Report**

Veronica Greenwood noted 2018 had been a challenging year, which could not have been foreseen, but that despite of this, BIOS had maintained all core functions and adhered to the Charitable aims. The Trustees, Council members, the leads of the clinical advisory groups (CAGs), and other ambassadors for orthoptics have these aims in mind whenever they represent members. She noted that a high proportion of the UK registrants with the HCPC remained members. She then listed some of the representative roles played by BIOS and noted some of the many achievements of the year.

There were no questions on the Chair's report.

- **Financial Statements**

Steve Doughty presented the Accounts via video, representing Crossley's, who have been conducting BIOS's account since January 2019. BIOS reported a net loss of £80,182 in 2018, with the largest cost being due to a legal dispute with the previous Business Management Support company. Other significant events noted were the change of Business Management

and Support Services to the British Dietetic Association (BDA) and a change of Accountants, as well as consultancy and development work on the charity's website. As of the end of 2018, BIOS's total funds were £122,350 and the Trustees are determined to replenish this over the coming years to around £150,000.

A question was raised over whether there would be further legal fees in future. Veronica Greenwood confirmed that any future costs would be minimal and had been planned for.

Judith Gray proposed and Jigsnasa Mehta seconded acceptance of the Accounts, and these were unanimously accepted.

- **Trustees**

Julie Cartledge presented the list of Trustees.

- Chair: Veronica Greenwood
- Vice-Chair: Julie Cartledge
- Midlands and East: Julie Clarke
- Northern: Kathryn Smart
- Southern: Joy White (2018/19) Kelly MacKenzie (2019/20)
- Northern Ireland: Jane Hanley (2018/19) Declan McClements (2019/20)
- Republic of Ireland: Jaina Byrne
- Scotland: Angela Carlin
- Wales: Aimee Brown
- Chair of LOOP: Sonia MacDiarmid

Veronica Greenwood thanked the outgoing Trustees, Joy White and Jane Hanley for their service to BIOS.

- **Resolutions**

Resolution 1

That Article 7.1 be amended as follows:

- The annual subscriptions payable by members and Student Members shall be in accordance with the scale prescribed from time to time by the Society and shall be payable in pounds sterling at the times determined by the Society, provided that no amendment to subscription rates shall come into force until it has been approved by the Society in general meeting. The Society may prescribe variable or concessionary rates within the categories of membership and may at its discretion remit or waive the whole or any part of the subscription for special reasons in any particular case
- Delete the words: "provided that no amendment to subscription rates shall come into force until it has been approved by the Society in general meeting"

Question was asked of whether there would be member engagement if a decision was made to increase fees. This was confirmed by Veronica Greenwood, who highlighted that potential rises would be capped under Resolution 3, with any further rises requiring permission from the AGM.

The resolution was approved with the following votes cast:

- For: 70 (14 proxy)
- Against: 2 (2 proxy)

Resolution 2

That this General Meeting resolves that increases to membership subscription rates from January 2020 shall be 2.5%

The resolution was approved with the following votes cast:

- For: 77 (14 proxy)
- Against: 4 (1 proxy)

Resolution 3

That this General Meeting resolves that increases to membership subscription rates from January 2021 shall be no greater than the rate of the Retail Price Index (or whatever inflationary indicator supersedes it), plus 2%. This resolution shall be binding on the Trustees unless a General Meeting changes this policy.

The resolution was approved with the following votes cast:

- For: 69 (12 proxy)
- Against: 8 (3 proxy)

Resolution 4

That Article 14 (A) which reads “To appoint a Chair and Vice Chair of the Society” be amended as follows: Delete the words “appoint a” and replace them with “approve the election of the”.

The resolution was approved with the following votes cast:

- For: 81 (15 proxy)
- Against: 0

Resolution 5

That article 11.2 be amended as follows: Insert the words in the second sentence ‘……. or by means of audio-visual communication and/or telecommunication…’ so that the article states: No business shall be transacted at any general meeting unless a quorum of members is present. There is a quorum at a general meeting if the number of members personally present or by means of audiovisual communication and/or telecommunication is at least twenty-five members or authorised representatives. If such a quorum is not present within

half an hour from the time appointed for the meeting, or if during a meeting such a quorum ceases to be present, the meeting shall stand adjourned to the same day in the next week at the same time and place or such time and place as the Trustees may determine".

A question was raised as to whether by changing the Articles to allow for this, there would then be an expectation that this is done in future. Veronica Greenwood responded that the limitation to one location makes it difficult for some members to attend and therefore there will be multiple locations for future AGMs if members requested this.

The resolution was approved with the following votes cast:

- For: 81 (14 proxy)
- Against: 0

Veronica Greenwood thanked the members of the Board of Trustees and Council, including those that had left, volunteers and TU reps. She also thanked her department for their support during a difficult year.

Julie Cartledge thanked Veronica Greenwood for her work over the year.

There was no other business, and the meeting ended at 14:33.