



Minute of the 11th Annual General Meeting

Sunday 17th April 2016 at 1.45pm

Hilton Community Centre, Aberdeen

1. **Opening of the meeting: Welcome and Apologies**
Faye Simpson welcomed everyone to the meeting, Apologies were received from Rosey Leiper, Christine Richardson, Kath MacKinnon, Marjorie Robertson, Alison Anderson and John Gregory.
2. **Appointment of a Chairperson and Secretary for the meeting**
Faye Simpson proposed that Jenny Chapman was appointed Chair of the meeting and Katie Stott as minute secretary. This was agreed unanimously by the floor.
3. **Establish the Electoral Register for the meeting**
11 Leaders and 32 members,
4. **Appointment of 2 Minute Adjusters (to check Minutes with Chairperson) and Tellers**
Janet Hosie and Aileen Adam were proposed and accepted unanimously
5. **Has the AGM been convened in accordance with the Constitution?**
The meeting unanimously accepted that it had been properly convened.
6. **Establish the Agenda**
The agenda was unanimously accepted.
7. **Approval of Minutes of previous AGM 2015/Matters Arising**
The Minute of the AGM 2015 was accepted as read and approved. Unanimously carried by the floor.

Matters arising:

- (a) **New committee charged with discussing appointment of Deputy:** Jenny reported that the committee appointed Christine Richardson.
 - (b) **Microphone Discussion:** Committee duly considered purchasing the microphone but felt it wasn't necessary and in the future they would hire one if required.
 - (c) **Provision of T-Shirt/Fleeces:** Committee has decided that they would ask in the member survey to see what people wanted, the committee will use this to form their decision moving forward
8. **Review Committee's Reports:**
 - (a) **Annual Report – including Operational Plan for 2016-2017**
Faye Simpson thanked all those who had contributed to the report and thanked Jackie Leiper, Allan Copeland and the Publicity group for their reports throughout the year.

Faye has continued to attend classes and met with many members and has enjoyed this and will continue this year and hopes to get further afield.

There has been a decline in membership numbers, difficult to keep numbers up with the stiff competition that we have in Aberdeen. Keen that encouraging 'new' and 'younger' members becomes the focus of the Committee this year.

Faye gave the leaders a big thank you, for producing new programmes and acknowledged the hard work they have to put in.

Faye also thanked those that have done the additional roles, they are very important and keep the association going.

Education: Jackie L does a brilliant job at keeping us up to date with everything happening in Sweden. Jackie deals with a lot of leaders' queries and liaises with Sweden a lot of the time. Faye highlighted the section in Jackie's report regarding the changes in Sweden that are making it more difficult for leaders to obtain training, the committee will look at supporting leaders' training in the next year. Faye also mentioned the lack of new leaders, and has committed the committee to focus on this next year.

The Publicity group – Faye mentioned how through social media (Facebook, Instagram) the Publicity Group continued to do a brilliant job over the last year. A big thank you to Kirsty and Katie, who have both stood down, for their efforts in the group. Faye highlighted that does leave Erin on her own and one person cannot do it all. Faye is keen that the committee and the association pull together to help Erin, highlighting it would be a shame for things to slide.

Viking Hiking: Thank you to Allan and Joan for their reports. Aberdeen short walks and long walks have been great, only one walk didn't go ahead (which was the first ever). Faye thanked Joan for setting up Viking Hiking in Buckie which now has 20 members. Looking forward to the next year for Viking Hiking Faye informed us there would be a Refresher Leader Training Course and First Aid training to keep in line with the insurance policy. Allan Copeland asked about the need for training, explaining that he believes that leader training can be done in ten minutes and is a big expense and a bit of a luxury (Faye later referred to in the meeting that due to excess Funds she doesn't feel that this too big an expense). Allan highlighted that he believes the main thing is commitment of leaders and that they know the routes and that anyone could be a leader. Faye responded that it would go to the first committee meeting and expect the rep to liaise with Allan. Janet Hosie contributed that it's the confidence of knowing you can get the group back within the time and commended both Allan and Gordon on their leadership

Faye mentioned the Member's survey which has 242 responses so far, closes today. This will be the first task for the committee and they will feedback any actions from this to all members.

International news – F&S AGM 19th March – no note of meeting yet. A big focus was on reaffirming the visions and the focus of the organisation. Have appoint a new Communications Director and expect to hear more from Sweden moving forward which should be good.

Faye finished with a big thank you to all members for their support, loyalty and enthusiasm and their support to leaders for Jympa and Viking Hiking.

Jenny proposed that we thank Faye for all her help and presented her with flowers.

(b) Finance Report (January 2015 – December 2015)

Finance Report: Jim tabled the Finance report and highlighted that we have a net increase in our funds from the previous year of £943. The Swedish Kroner last year had a good exchange rate at 12.9 but is 11.16 this year. The Swedish Fee was paid at the end of February and is based on the previous year's membership, of 725.

There was one question from the floor:

Allan Copland asked about the Viking Hiking expenditure and whether this was all insurance? Jim explained that the bulk of it was insurance with two set of pole costs.

Allan Copland also asked for a copy of the insurance pages, Faye has sent twice and Jenny has also forwarded copies. Alan has said that it may have got lost in email and asked for a paper copy to be sent.

(c) Budget for current financial year

Jim Wilson explained there are 621 members to date, although the budget based on 680 members. He will put out reminders to those leaders who have not paid their membership fee.

There was one question from the floor:

Why is the subscription paid to Sweden so expensive? Jim explained that there has always been an annual fee, and when asked if London and Paris pay the same, agreed that they do.

9. Auditor's Report

Jenny said that Julie Vickers our auditor is impressed by the thorough way in which our Treasurer keeps the Association's accounts. Jim commented that the current bank balance is just under £11,000

Jenny mentioned that as we are a not for profit organisation it is slightly embarrassing that we are accruing money year on year but explained that is due to not having the outlay of training new leaders in the past two years. Jenny said she hoped that there would be new Leaders next year.

Jenny also explained that there is the option of leaders to ask for expenses incurred. Faye recorded that the committee did have applications for this year and the committee were able to support these. Faye also mentioned we can look at supporting training (See Viking Hiking Note) and publicity with this sizeable surplus at the moment.

Jenny thanked Jim for his reports.

10. Adopt balance sheet/Income & Expenditure Accounts

Unanimously approved by the floor.

11. Decision on annual membership fee

Membership fee currently £8 and in view of the Financial situation the committee proposes we don't increase. Unanimously agreed by the floor.

12. Discussion and vote on motions put forward (none submitted)

None submitted

13. Decision on the remuneration of the Treasurer and Auditor

Jim provided with a retainer fee of £600, increased last year from £500. In view of this we feel that this stands again this year, unanimously carried by the floor. It is a semi voluntary position, she asked how much time Jim spends – Jim explains a busy few months. New bank account will be online and have internet banking. This will allow us to waive the fee for every transfer to Sweden which was £20.

Jenny highlighted that we should all be very grateful for the amount of time Jim devotes to our account. A round of applause given from the floor.

14. Election of members of the Committee:

Jenny thanked the election Committee, explained how they are fairly unique and it is this committee that works hard behind the scenes to produce the list of names.

- **Election of Chairperson for term of 1 year**

Faye Simpson has agreed to be re-elected. This was proposed by Susanne Johnston and seconded by Aileen Adam

- **Election of full Committee Members (term of one or two years)**

Karen Grant and Pauline Westwood have agreed to continue for a further year, this was proposed by Allan Copland and seconded by Joan Thain, and unanimously from the floor

Kirsty Thomson – This was proposed by Allan Copland and seconded by Joan Thain, and unanimously from the floor

David Willett – unanimously from the floor

Jenny Chapman thanked Jackie Richardson for her 3 years on the committee, and also for her 'Open House' for committee meetings (which will be missed as well as Jackie) Alison Anderson also stepped down and Jenny thanked her for her time on the Committee as the Viking Hiking representative

- **Election of Substitute Committee Members for term of 1 year**

Jenny Chapman and John Gregory re-elected - unanimously by the floor

Katie Stott elected as a new post – unanimously by the floor

Jenny Chapman thanked Erin Samson for her time over the past two years.

- **Election of members of the Election Committee for a term of 1 year, one of whom shall be elected Convenor**

Jenny referred people to the rules of procedure for the election Committee for 2016 and 2017. Asked the floor to agree – unanimously agreed.

Jenny thanked Jan and the committee who have all agreed to stay on another year. Unanimously carried by the floor

- **Membership registrar –**

Susanne Johnston in post for several years and agreed to continue – unanimously agreed by the floor.

15. Election of Auditor and Deputy Auditor

Julie Vickers has been auditor for several years and is paid a fee of £135, has agreed to be elected and Christine has agreed to be Deputy Auditor. This was unanimously agreed by the floor

16. A.O.C.B.

Susanne Johnston: Rather disappointed that members on the committee are leaders rather than class members. Would like it if there were some publicity to encourage more members rather than leaders. Jackie Leiper explained that posters were out but they had no response so they have had to approach people. Jenny asked those present to maybe consider taking on a role in future. It is only for one year. Jenny asked us to consider the stress of leaders.

17. Closing of Annual General Meeting

Jenny Chapman as Chairperson closed the meeting and handed back to Faye Simpson.

Faye finished by thanking the committee and wished Jackie R well. Jenny Chapman and Katie Stott were thanked for their work at the AGM and presented with flowers. The raffle was drawn and the meeting was followed by Jympa Mash Up lead by Pauline, Jackie R, Joan and Mandy.

Raffle Draw

Allan Copland won third prize
Nancy Wilson won second prize
Moira Morrison won first prize

Meeting closed at 14:55.

Signatures:

Chairperson (Jenny Chapmen)

Secretary (Katie Stott)

Minute Adjuster (Aileen Adam).....

Minute Adjuster (Janet Hosie).....