

SCOTTISH CHARITY FINANCE DIRECTORS GROUP

SEVENTEENTH ANNUAL GENERAL MEETING HELD ON 24TH FEBRUARY 2011 AT 3.45 PM AT THE ROYAL SCOTS CLUB, 30 ABERCROMBY PLACE, EDINBURGH, EH3 6QE

Present: Paul Bannon, Mike Crerar and 20 further members as listed in the attendance register.

Apologies: Apologies were received from Esther Stirton, Colin Hyslop, I McLaren, Tim Hencher, Robert Clarke and Fiona Mackersie.

Welcome : The meeting was chaired by Paul Bannon, SCFDG Convener, who welcomed everyone to Edinburgh.

Minutes of the 15th AGM held on 3 December 2009: The minutes were accepted as an accurate record. Proposed by Heather Lamont. Seconded by Gavin Scott.

Report of the Group's Activities: Paul Bannon reported, indicating it had been a good year for the Group, both financially and by way of attendance at events, although membership numbers had decreased by approximately 5%. It is policy, however, to keep lapsed members on the database mailing list so that they are kept apprised of upcoming events and to ensure that contact is not lost.

Four seminars had been organised during the year 2009/10 and two network lunches. The network lunches were proving to be well received and the Executive Committee propose to increase the frequency of these in the coming months.

Suggestions for themes and topics for seminars are always welcome and members were encouraged to make contact with any committee member or the Administrator with ideas and comments or offers to host events.

As well as the seminars held in the 2009/10 financial year, during the 2010/11 financial year additional events had been held on topics including Employment Law, VAT and Investment Management for Charities – all of which had been well supported.

In closing, the Chair announced the intention to hold a one day conference in December 2011 which it is hoped will be attractive to members but equally will encourage participation and attendance from non-members.

Treasurer's report : Mike Crerar tabled accounts for the year ended 31 March 2010 and confirmed these had been independently examined by Robert Clark, CA. The surplus for the year to 31 March 2010 amounted to £1,087 which is a slight increase on the previous year. Reserves had now been replenished to just under £4,000. Subscription income had increased by 30%, however, as previously intimated, membership numbers are in decline. The increase in income, however, was a reflection of the change to the two-tier membership – a basic subscription of £75 per annum and an enhanced subscription - offering the CFDG yearbook – at the higher rate of £100.

Looking forward, the Treasurer anticipated a further surplus for the year to 31 March 2011. Conscious of the current economic climate and pressures facing members in terms of subscriptions payments, there is an expectation that membership numbers may fall further but the committee will focus its efforts towards increasing membership wherever possible and funds have been earmarked for initiatives to achieve this. The Treasurer further acknowledged the financial risk involved in organising a conference but reassured members that the Executive Committee had considered this fully and that current reserves were sufficient to mitigate any potential loss.

There were no questions and the accounts were duly approved. Proposed by Lorraine Nichol and seconded by Kate Ellis.

Appointment of Independent Examiner : Mike Crerar proposed Robert Clarke, French Duncan & Co. be re-appointed independent examiner for the ensuing year. This was seconded by Kate Ellis and duly approved.

Election to the Executive Committee : The Convener noted that there remain two vacancies on the committee and encouraged members to consider serving a term thereon, noting that the commitment is fairly minimal – with attendance required at four committee meetings per annum. He reported that four of the current committee members would be due to stand down in the next two years and it is therefore preferable to bring new members on board now to ensure consistency within the committee structure.

Members were invited to approach the administrator, or any member of the committee, should they be interested in serving a term. The Executive Committee also retain the right to co-opt up to two members at any future meeting.

Annual Subscription for 2011/12: The Chair indicated that it was the recommendation of the Executive Committee that there be a minimal increase in the annual subscription rates for 2011/12, as follows:-

An increase to £110 for full membership including CFDG yearbook
Retention of the £75 rate for full membership excluding CFDG yearbook

The above subscription rates were duly proposed by Jackie Taylor, seconded by Jane Neville and unanimously approved by the members in attendance.

AOCB

There were no other items of competent business and the meeting was closed with thanks to all for their attendance.