

ROTHSAY EDUCATION CENTRE

MINUTES OF THE 20th AGM HELD ON WEDNESDAY 23rd NOVEMBER 2017

1	Introduction by Chair Mark Chamberlain welcomed those present for attending saying it was good to see so many there.
2	Apologies were received from Sandra Parsons, Bessie Wall and Mary Butler
3	Minutes of the 19th AGM were agreed as a true record
4	Chairman's Report <ul style="list-style-type: none">• Student numbers have been maintained at just over 1,000 and in the last year around 190 courses have run.• The continuing support by our Students – namely yourselves – is acknowledged for without that support the Centre would go into decline.• I thank Caroline Bacon, The Centre Manager, on behalf of us all for crafting an interesting and stimulating curriculum.• I also thank all the staff who work on our behalf to make this unique Centre such a welcoming place. • As you all know, Caroline has resigned from her position as Centre Manager through ill health. We advertised for a replacement and received 15 applications. Interviewed last Saturday (18th November) and we identified a suitable candidate. The recruitment process is continuing and we will make an announcement as soon as possible.• The other good news is that Caroline is not leaving us completely – she wishes to remain as a Tutor. • 40th Anniversary quiz – held on 18th May• 40th Anniversary dinner 8th September. The guest Angela Hector recounted the reasons why the Centre was initially established and the several challenges that it faced in its early years. The basic reason – filling the gap left by work on retirement - remains the same.• At the dinner I announced the budget cost for the extension alone was £370K. This did not include the cost of the refurbishment because there are several options for how we proceed with the refurbishment (more of this later). • Continued to develop a new strategy for the Centre<ul style="list-style-type: none">○ Timing: 2018 – 2021. This period hopefully will include the planned building works and commissioning.○ Mission statement: To improve the wellbeing primarily of

<p>4 cont</p>	<p>anyone aged 50 or over in the community by providing learning, social and leisure opportunities.</p> <ul style="list-style-type: none"> ○ Vision: We will have a refurbished and extended learning centre accessible to all with improved recognition and increased and more diverse membership. ○ We've held back from completing this so that the new Chief Officer can have input before completion. ○ Achieving a more diverse membership is quite a challenge. To help us think through this issue we commissioned a study by Laura Pottinger and we are developing a project proposal which we hope to get funded to help us to reach out further into our community. ○ The other area that we have recognised needs improving is our external PR and working with stakeholders in our community. These tasks feature in the new Chief Officer's role. <ul style="list-style-type: none"> ● The Board - 3 Directors are leaving the Board <ul style="list-style-type: none"> ○ Gerry Nolan our Finance Director – pressure from other commitments ○ Carole Aveston one of our Student Reps – end of her term of office ○ Sandra Parsons – through ill health – notified recently ● Under item 7 of this agenda we will be proposing new Directors for election: <ul style="list-style-type: none"> ○ A new Student Representative (Gordon Willey) ○ A potential new Director who is a Chartered Accountant (Brian Woods) ● The arithmetically minded will have spotted that we still need to replace one Director – I'm on the case! ● Buildings development – separate presentation at the end of this AGM. <p>Questions:</p> <p>What was the current age profile? The average age at the last Student Survey in 2015 was 71. Not so many younger people joining now as they are working longer.</p> <p>What are the diversity targets, younger people? Our core business will stay aimed mainly at over 50s. We hope to be able to attract people from other populations, not just ethnic, but those with poor sight or hearing, and currently have employed someone to further this and embed us in to the community a bit more.</p>
<p>5</p>	<p>Centre Manager's Report</p> <p>Caroline highlighted the main points from the report. The full version has been available on the notice board for several weeks and will be available to read/download from the website.</p> <p>There were no questions from the floor.</p>

6	<p>Annual report & Financial Statements to 31st August 2017 prepared by GB Accounting Solutions Gerry Nolan went through the brief report that was distributed with the agenda. The accounts were received Questions: Do any of our courses qualify for or receive outside grants? No</p>
7	<p>Appointment of Directors under Article 33 of the Company Articles of Association Gordon Willey was proposed by Mark Chamberlain, seconded by Dan Foley and approved by all present. Brian Woods was proposed by Mark Chamberlain, seconded by Janice Chubb and approved by all present.</p>
8	<p>Appointment of Officers: Chair, Vice Chair, Finance Director and Company Secretary Chair - Mark Chamberlain Proposed by Dan Foley and seconded by Cathy Moorhouse Vice Chair – Caroline Bowdler Proposed by David Jones and seconded by Dan Foley Finance Director – Brian Woods Proposed by Mark Chamberlain and seconded by Cathy Moorhouse Company Secretary – Cathy Moorhouse Proposed by Gordon Willey and seconded by Jane Hamilton The Board approved all of the above appointments unanimously</p>
9	<p>Appointment of Accountants It was agreed unanimously to continue using GB Accounting Solutions Ltd</p>
10	<p>Presentation about the proposed future development Presentation about the proposed future development of the REC</p> <ul style="list-style-type: none"> • It is worth reminding ourselves that there are two parts to the proposed building development: <ul style="list-style-type: none"> ○ The extension ○ The refurbishment of this building. • Just to recap: we put in for planning permission for the new extension in July 2016. <ul style="list-style-type: none"> ○ Objections were raised by neighbours on both sides and we met them better to understand their objections. ○ The conservation officer also commented which resulted in changes mainly to the roof line of the extension. ○ There were adverse reports in the press and there was a firestorm on Facebook that required intervention.

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