

East Kilbride & District  
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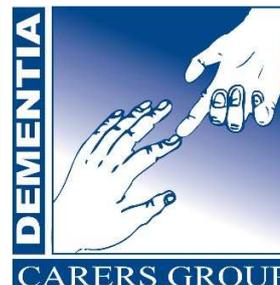
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## Finding Scotland's Real Heroes - Carer of the Year

### Minutes of Annual General Meeting – 16<sup>th</sup> August 2021 – Online via Zoom

#### Present

Vivien Anderson, Susan Bennie, Suzanne Bennie, Archie Buchanan, Alan Cunningham (Accountant), Brian Doig, Elizabeth Hossack, Margaret McNab.

#### Apologies

Irene Anderson, Fiona Dryburgh, Donna Liddiard, Dave Marshall, Sally McSherry, Iain Dow, Michelle Campbell (EK CAB), Christine Whittle.

#### 1. Welcome

Archie Buchanan welcomed everyone to the 2021 Annual General Meeting. He thanked all those present for their online attendance and support. B Doig apologised for the technical difficulties that had resulted in the meeting starting a bit later and a few people not being able to access it as planned.

#### 2. Chairperson's Report

The 2021 Annual Report had been circulated ahead of the meeting and made available online.

From the Annual Report, Archie drew attention to the amount of work actually achieved by the Group whilst on lockdown, including: having the centre redecorated then deep-cleaned and misted against COVID-19; fitting hand free soap dispensers and hand sanitisers throughout the centre; purchased perspex screens for communal areas; purchased non-contact infrared thermometers and stocked up on PPE; distributed hand sanitiser to all Families to whom we provided a service and helped those in most need to source alternative support; delivered activity books to Carers and Service Users, followed by gift parcels then Christmas Gifts; and lastly, registering all staff for intensive online training on Infection Control, which they all completed successfully.

Archie then paid tribute and have thanks to a number of people who supported the Group financially, including The Robertson Trust, Co-Op Community Fund, Older and Active in EK and Arnold Clark Community Fund.

Lastly, Chairman Archie Buchanan gave a vote of thanks to Brian, Donna, the staff, Volunteers and all Committee Members for their hard work and support throughout a very challenging year.

#### 3. Co-ordinator's Report

Brian opened by thanking the Management Committee on behalf of himself and the staff for their leadership, support and encouragement throughout the year. 2020 had been quite unprecedented and a great personal struggle for many, himself included at times. We had lost a large number of people we loved and supported due to the pandemic and this had been a painful experience all round. The support of the Committee had been a key element in seeing us all through this difficult and challenging time.

He thanked the staff for their loyalty, perseverance, faith in him and the Committee and their determination. After fifteen months out, we have only been back at work for two months and there are still hurdles to overcome as we adapt to new ways of working, but the team has united and grafted, giving their all for the common cause of restoring our Service and supporting those in need. He is proud of each and every one of them.

#### **4. Treasurer's Report**

On behalf of the Treasurer, Accountant Alan Cunningham of Alexander Sloan gave an overview of accounts for the period 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021. He then gave an overview of the Income and Expenditure and highlighted the Groups surplus of £7,324, up from a deficit of £12,525 the previous year.

Whilst income was down by over £14,000, correspondingly, expenditure dropped by over £34,000 as the service had been put on hold due to COVID. Care Payments generated by daycare had dropped by £82,693 but this had been mostly offset by payments received from HMRC under the Job Retention Scheme of £69,037.

The report has been submitted to Companies House and will be submitted to O.S.C.R. when completing our Annual Report. Alan confirmed that the accounts comply with all current regulations for Companies and for Charities in Scotland.

Archie invited questions from those present at the meeting on the report. B Doig gave a vote of thanks to Elizabeth Hossack for her tireless fundraising work at a time when all external fundraising events had been cancelled.

#### **5. Election of Committee**

Five Members had completed their term and had agreed to stand for re-election: Archie Buchanan, Margaret McNab, Susan Bennie, Elizabeth Hossack and Sally McSherry were all approved onto the Committee in a unanimous vote.

Fiona Dryburgh gave notice that due to work commitments she had decided to retire from the Management Committee, creating a vacancy for Secretary / Company Director. No appointment was made although interest was expressed.

The Management Committee going into the next term was therefore as follows:

- The Directors of the Company: Archie Buchanan (Chairman); To Be Arranged (Secretary); Susan Bennie (Treasurer); Sally McSherry (Vice-Chair).
- The Committee Members of the Group are now: Elizabeth Hossack, Margaret McNab, Vivien Anderson plus the four directors.

The Group is keen to recruit new blood onto the Management Committee, adding new ideas and new skills.

#### **6. Any Other Competent Business**

None.

Archie then closed the meeting, thanked everyone for attending