



## **Disability Sheffield Centre for Independent Living**

### **Annual General Meeting**

#### **Draft Minutes**

**Friday 4<sup>th</sup> December 2020**

**Remotely via Zoom**

**Present**

**Trustees:** Brian Hodges, Darren Lee, Adam Butcher, Matt Gibson, Natalie Yarrow, Kate Whittaker, Lee Harker, John Fuller, Matt Gibson, Zanib Malik

**Staff and members:** Emily Morton, Rosemary Hill, James Martin

**Apologies:** Christine Griffiths

#### **Welcome and Opening Remarks**

Darren Lee (Chair) opened the meeting and thanked everyone for attending.

#### **Approval of minutes from the AGM on Dec 2019:**

Approval of the minutes from last year's AGM was proposed by Darren Probets and seconded Brian Hodges with 1 amendment to the date for the auditors from 2018/19 to 2019/20.

#### **Election of New Trustees:**

Adam Butcher was co-opted onto the Board at the November board meeting. Adam was proposed by Natalie Yarrow and seconded by Lee Harker and duly voted onto the Board.

Mary Gardner resigned as trustee in June 2020 due to her new role as Direct Payment commissioning manager at Sheffield City Council, thanks were extended to Mary for her contributions and support during her time as a trustee.

#### **Appointment of trustees:**

Everyone was reappointed to the Board on mass. This was formally agreed.

Natalie Yarrow announced that she needs to step down as vice-chair, but will remain as a trustee, due to growing family responsibilities and volunteering as a befriender during pandemic have grown. Natalie is happy to wait until someone else is able to step up to the role. Agreed we would discuss at next board meeting and if anyone is interested in the role to get in touch with Darren or Emily. Thanks were extended by other board members to Natalie for her input as vice-chair.

**Presentation of Accounts:**

Matt Gibson, treasurer presented the accounts. The accounts were previously discussed and approved by the board of trustees at their Board meeting on 22<sup>nd</sup> November 2020. Matt Gibson proposed that the meeting adopt the annual accounts presented, Darren Lee seconded, all approved

**Appointment of Independent Examiner:**

It was proposed that we would continue to use Voluntary Action Sheffield as our independent examiner for 2021/2022. The continuation of Voluntary Action Sheffield as our Independent Examiner was proposed by Matt Gibson and seconded by Mary Gardner.

**Brief overview of the Year:**

Emily Morton, Chief Executive gave a brief overview of the past year and encouraged people to read the summary of projects and past work outlined in the 2019/20 Annual Accounts. Emily acknowledged the difficult year that it had been and expressed thanks to all the staff and volunteers for their commitment and flexibility during the challenging times and to the trustees for their support over the past year.

Emily raised an issue of our memorandum and articles not overtly acknowledging that we are a disabled peoples user led organisation. The trustees agreed that the wording needed looking at. A small task and finish group will be set up in the new year to look at the wording and develop a proposal for the larger board. It was also agreed to have a conversation around membership, including balance to ensure broader engagement and becoming more diverse.

Darren Lee was thanked by the other trustees for his role as Chair.

**End**

Darren Lee ended the meeting and thanked everyone for attending.