

Annual General Meeting

De Vere East Midlands Conference Centre on Thursday 26 March 2015

Present: Dughall McCormick - Outgoing Chair of the Board of Management

Mark Chambers - Chief Executive Officer
Further 25 Naace members.

Minutes

1. Minutes of the previous AGM Friday 28 March 2014, De Vere East Midlands Conference Centre.

The minutes of the previous AGM were proposed for acceptance as a true record of the meeting by Dughall McCormick and seconded by Allison Allen. A show of hands recorded acceptance of the proposal as a true record of the meeting. There were no abstentions.

2. Matters Arising

There were no matters arising.

3. Presentation of Annual Report

3.1 Mark Chambers presented the annual report to the meeting. The report can be found at <https://www.naace.co.uk/publications/naace-annual-reports-and-accounts-2014>.

The Annual Report was discussed including;

- the Conference and related staffing issues;
- Bett15 and the widespread industry concerns about the effects of changes imposed by its organisers - i2i;
- the development of the new Essential Guides by Naace members was well received;
- Tim Scratcherd asked about the level of reserves held by Naace. Tim pointed out the he had been involved in setting the original level of reserves, nine years ago, when Naace was 3 times the size that it is now and the level was only £300,000. Tim felt that the current level set of £500,000 is too high. Dughall McCormick welcomed Tim's comments on this and Richard Allen said that the level has escalated over recent years.

Mark Chambers suggested that this be discussed by the board and auditors and that any decision will be brought back to the next AGM. Dave Smith asked that it be circulated within the next month to members and Mark Chambers agreed to do this.

3.2 Mark Chambers confirmed that the Accounts had been approved by the Board of Management and, as such, were recommended for adoption. The full accounts can be found at

3.3 Dughall McCormick proposed adoption of the accounts, Jane Finch seconded the adoption. The accounts were accepted by all those present. There were no abstentions.

A company limited by guarantee

Registered Office Address: The Sir Colin Campbell Building, University of Nottingham Innovation Park, Triumph Road, NG7 2TU

Registered in England No. 3270148 Naace is a registered charity No. 1060683 email: office@naace.co.uk

4. Notification to Members of changes to the Rules since the last AGM

Attendees were advised that the latest rules of the Association can be found at www.naace.co.uk/about-naace/articles-and-memorandum-of-the-association.

5. Announcement of Elections to the Board of Management

Mark Chambers announced that as there had only been two nominations to the board there had been no election and he welcomed Nick Madhavji to the Board of Management and also welcomed the return to the Board of Lucinda Searle. There being a third place available on the Board, it had been decided by Board members to co-opt David Whyley to the board, who will serve for one year and will help Naace to establish better links with ISTE and other partners.

Thanks were expressed to the retiring Board members for their commitment and support over the years to Naace.

It was noted that for the next year the posts of Director of Naace will be held by Drew Buddie - Chair, Dughall McCormick - Immediate Past Chair, Dave Smith - Senior Vice Chair and - the post of Junior Vice Chair is vacant with nominations and an election, if necessary, to follow in due course.

6. Appointment of auditors

6.1 A recommendation was made to retain the services of Baker Tilly, at Park House, Station Square, Coventry, CV1 2NS.

6.2 Allison Allen proposed adoption of the recommendation. Roger Broadie seconded the adoption. The recommendation was accepted by all those present.

7. Any Other Business

8. Inaugural Address by Chair of the Board

Drew Buddie was unable to attend the meeting.

The meeting was closed by the Chair at 8:55am

Minutes approved by:

Signature: _____

Name: _____

Position: _____

A company limited by guarantee

Registered Office Address: The Sir Colin Campbell Building, University of Nottingham Innovation Park, Triumph Road, NG7 2TU

Registered in England No. 3270148 Naace is a registered charity No. 1060683 email: office@naace.co.uk