

**Minute of Volunteer Development Scotland's 24<sup>th</sup> Annual General Meeting, held on Friday 5<sup>th</sup> December 2008 at 5.45pm in the Members' Restaurant of the Scottish Parliament, Edinburgh.**

**1. Welcome and apologies**

*JK/06743*

Bill Howat, Chair of Volunteer Development Scotland welcomed all to the meeting introducing the top table.

Members present, and apologies received (see attached lists).

**2. Minute of AGM held 5<sup>th</sup> December 2007**

The minute of the AGM of 5<sup>th</sup> December 2007 was accepted as an accurate record of the meeting.

**Proposed:** Phyl Meyer, Student Volunteering Scotland

**Seconded:** Irene Swankie, Clydesdale Bank

**3. Matters Arising**

There were no matters arising.



**4 Special Resolution to change the Memorandum and Articles of Association**

**To delete Section 61 of the Articles of Association**

61. The directors shall exercise their powers under articles 58 and 60 in such a way as to ensure that at any given time two of the directors are individuals nominated for office by the Volunteer Bureaux Representatives Group.

The Special Resolution to change the Memorandum and Articles of Association was unanimously agreed by the members present.

**Proposed:** Phyl Meyer, Student Volunteering Scotland

**Seconded:** Irene Swankie, Clydesdale Bank

**5. To receive the report of the Directors**

Bill Howat, Chair, of Volunteer Development Scotland on behalf of Directors, thanked the VDS staff team for another successful year acknowledging the Annual Report.

Bill expressed his thanks and appreciation to Board members, VDS members, Volunteer Centres and Chairs and acknowledged the challenges facing the network during 2008.

Bill explained that VDS would play a significant role as the Scottish Government takes a new approach around National Performance Framework, Community Planning Partnerships, Single Outcome Agreements and new funding frameworks.

In closing, Bill shared with the members the impending Volunteer Development Scotland move to the new building (the old Barracks in Stirling) planned for April 09.

George Thomson CEO commended the Annual Review 2008 (previously circulated) to members.

He highlighted key issues of the year acknowledging the internal and external review which had been undertaken recently with members, directors, staff, government and key stakeholders. He further explained that VDS had listened to and learned from its members over the past year and going forward, VDS would with passion and commitment, measure, perform, learn and develop.

In closing and on a personal note, George thanked the Chair, Directors and staff for their contribution to VDS over the past year.

## **6. To receive the accounts for the year ended 31 March 2008**

An extract of the summarised financial statements had been previously circulated to all members, full sets of audited accounts, were available on request.

Kenny Stirratt, Head of Resources, presented the annual accounts for 2007/2008. He explained they had been audited by our external Auditors and reflected the changes as introduced by the new accounting legislation contained within the statement of recognised practices (SORP 2005). In addition, it was noted that the accounts had been filed with our charities regulator (OSCR) as well as Companies House and the annual return for this period completed.

Financial highlights which are mentioned in the annual report were VDS turnover in excess of £6m split between the Volunteer Centre Network grant, CRBS grant and VDS core funding. The remainder of income approximately £1.1m was made up from contracts secured; The Big Lottery Fund, Project Scotland, FEVA, Scottish Government Department of Health, Communities Scotland, Investing in Volunteers and Environmental.

Kenny thanked our funders for their continued support throughout the year explaining that the level of activity undertaken has resulted in a net incoming resource which had in turn increased our business reserves for the period. It was noted that with the acquisition of the new building the unrestricted reserves had moved to property reserves.

Kenny shared with the members present the expectations of an exciting new project being undertaken with the purchase and refurbishment of a new building at the Barracks development in Forthside, Stirling which has a gross area of 11000 square feet. It is expected to be completed mid April 2009 with all staff moving to the new premises on completion.

In closing Kenny proposed a motion to approve the annual accounts

The motion to approve the accounts was unanimously approved by all members present.

**Proposed:** John Thorburn, Scottish Rugby Union

**Seconded:** Irene Swankie, Clydesdale Bank

**7. Ordinary Resolution to re-appoint MacFarlane Gray as auditors**

The motion to re-appoint MacFarlane Gray as auditors was unanimously approved by the members present.

**Proposed:** Jim Gallacher, Volunteer Centre West Lothian

**Seconded:** Phyl Meyer, Student Volunteering Scotland

**8. Results of the nomination and election process to fill vacant places on the Board of Directors.**

George Thomson, Chief Executive of Volunteer Development Scotland announced the results of the nominations and election process:

There were 5 candidates nominated including Russell Hampton, BTCV, Carol Hamilton, Capita and Alex Clark, Run. The following two nominees were elected and re-elected respectfully to office;

- 1 Jennie Paul, Napier University
- 2 John Thorburn, Scottish Rugby Union

**9. Any Other Competent Business**

There being no further competent business and the meeting was closed.

(The AGM was preceded by a members' networking event, and followed with a Parliamentary reception sponsored by Jim Mather MSP Minister for Enterprise, Energy and Tourism).

Brenda Austin  
Minute Secretary

5 December 2008