Minutes of AHFD Annual General Meeting

Held at 7pm on Monday 18th November 2024 in Volunteer Hall, Duns

1. A total of 38 people attended the meeting and there were apologies from Luke Searcy and Lynn Gray.

2. The Chair welcomed everyone to the meeting and directed attendees to the papers attached to the electronic invitation to the AGM.

3. Report of the Chair
    - The Chair referred attendees to the AHFD 2024 Annual Report which was available in the Hall and online, thanking Tim for his efforts in producing the report in a condensed period.
    - The Chair spoke about the challenges and achievements over the past year and how with everyone's support AHFD had made tremendous progress throughout the year.
    - AHFD had made necessary savings to ensure we could continue trading, and in a short period had initiated a programme of action that generated c. £30,000 savings. The Chair noted that it had been a difficult time for all concerned, including staff who had left; staff who remained; trustees; volunteers and members.
    - The Chair pointed out that the Hall redevelopment was now subject to a change process, as the costings for the redevelopment process were over £6M. He pointed out that we are now looking at a phased development for key areas, including Hay Hut, toilets, foyer, storage, and dressing rooms.

4. Financial Statements for year ended 31st March 2024
    - As the Treasurer was unable to attend the meeting the Chair referred the meeting to the annual accounts, which were available on-line, pointing out that, as shown in the Annual Report, the 2023-24 fiscal year had proved to be tough in many ways. As a result, and since the 2023 AGM, the Board had initiated a change process to: reduce running costs; increase collaboration and partnering; increase third party led events; and introduce a new approach to promotion.
    - He reported that our current funding balances total circa. £40,000. This represents between 3-4 months operating costs and we expect to end the 2024-25 fiscal year with around four months trading reserves, which will be a significant improvement on the 2023-24 fiscal year.
    - Our income and expenditure schedule for 2025/26 is targeted to achieve a balanced budget or better.

5. Amendments to the Constitution
    - The Chair referred the meeting to the proposed amendments to the constitution. AHFD will need to give OSCR notice of any significant change to our constitution but does not require OSCR approval for the minor amendments proposed.

- Following discussion, it was proposed that the word “can” in the final line of section 12 (page 4) be replaced by “will”. This was agreed by the meeting.
- The meeting then agreed to all the proposed amendments.

6. Appointment of Auditors
    - It was pointed out that we would normally agree to appoint our accountants at AGM, however, as we have had some difficulty getting our Annual Accounts for this meeting the Board like to review how we proceed with our Accountants. The Chair asked the meeting to agree that the Board appoint the auditors following that review.
    - This was agreed.

7. Elections to Board of Trustees
    - Trustees can be appointed at the AGM, or by the Board during the year, and serve a three-year term.
    - Two trustees resigned during the year, and they were replaced by Board nominations (Wendy Reid and Karen Thomas). In addition, Luke Searcy stood down after completing his 3yr term. He was eligible to stand for a further term but has chosen not to do so because of work commitments. Therefore, there is currently one vacancy on the Board.
    - The Chair invited nominations from the floor, but no nominations came forward. He went on to invite anyone who would like to discuss becoming a trustee to get in touch.

8. The Chair noted that the formal agenda was complete and that any questions raised could be discussed outwith the meeting. He thanked everyone for attending and the AGM concluded at 7.40pm