

NIDOS AGM 2016: DRAFT MINUTES

Members of the Board present:

Simon Anderson, Mark Chadwick, Esther Kamonji, Peter Kelly, Jamie Morrison (Chair), Angus Nelson, Lynne Paterson, James Wells

Apologies from the Board:

Douglas Blackwood, Geraldine Hill, Lexi Parfitt, Linda Todd

Members attending:

Marian	Jacobs	Aim Hai Trust
David	Olwa	ASHI
Tuhin	Kalil	Better Life Pakistan
Alison	O'Connell	CBM UK
Emma	Gardner	Christian Aid Scotland
Keryn	Banks	Christian Aid Scotland
Ian	Rankin	Christian Engineers in Development
James	Wells	EMMS
Agnes	Holmes	Friends of Chitambo
Liz	Murray	Global Justice Now
Anne	Kane	IDEAS
Simon	Anderson	IIED
Kathy	Wright	International Union Against Tuberculosis & Lung Disease
Chris	Pettygrew	International Voluntary Service
Nadeem	Baqir	Islamic Relief
John	Riches	JTS
Esther	Kamonji	KWISA
McCrum	Mukami	KWISA
Tim	Reed	The Leprosy Mission Scotland
Samantha	Ross	Link Community Development International
Kevin	Simpson	Malawi Fruits
Hazel	Dawson	Mamie Martin Fund
Rachel	Tainsh	Mellow Parenting
Mark	Chadwick	Mercy Corps
Angus	Nelson	Oxfam Scotland
Christopher	Stephenson	Plan Vivo Foundation
John	Sharp	Project Trust
Julian	Siann	Rwanda Scotland Alliance
Francoise	Rutherford	SASHITA
Meil	Mathers	Save the Children
Alistair	Dutton	SCIAF
Keith	Bohannon	Scotland Malawi Partnership
Deirdre	Muldowney	Scottish Fair Trade Forum
Mike	Calder	Signpost International
Lynne	Paterson	Tearfund
Lydia	Moore	Turing Trust
Lucinda	Rivers	UNICEF UK
Pamela	Woodburn	VSO
Nicholas	Hepworth	Water Witness International

Simon	Willoughby-Booth	Zamia Therapeutic Art
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1. Jamie Morrison welcomed everyone to the NIDOS AGM, its sixteenth.

2. Approval of Minutes of AGM 2015

It was unanimously agreed that the Minutes of the AGM 2015 be approved.

3. Chair's Report (Jamie Morrison)

Jamie thanked all NIDOS members who had taken part in the strategic planning process; also Annie Lewis who had facilitated the discussions, the Scottish Government for its support, the Strategic Planning Steering Group and other NIDOS Board members and staff for their hard work. He mentioned recent key staff changes: Policy Officer Sarah Freeman and Finance and Admin Officer Claire Hilditch had both recently left. The Policy Officer post would not be filled this year. He welcomed the new Finance and Admin Officer Sophie Buxton, also Trudi Sieland giving admin support during Gemma Craigie-Sharland's maternity leave. 2015/16 had been the second year of NIDOS's current three year plan which saw activities focus strongly on supporting members to build their effectiveness. This was realised through promoting use of the Effectiveness Toolkit, facilitating information and training sessions and supporting the MEL Working Group. A number of events aimed at enabling members to make new contacts and build partnerships were organised. The recently revamped newsletter showcasing the work of members was disseminated. The Strategy Day held early in the year helped us to determine members' priority policy areas. During the UK general election we provided briefings on development issues and held hustings events. After the election an event was held in Westminster for NIDOS members and new Scottish MPs, followed by meetings with the SNP's international development spokesman on how Scottish MPs can support NGOs. The full report of achievements is in the 2015-2016 Annual Report which is on the website.

4. Treasurer's Report (James Wells)

James highlighted the increase of £19,000 (10%) over the year, to just under £203,000. Part of the increase had come from increasing membership. Expenditure during the year had fallen, largely due to staff vacancies and some changes in the way some of the policy work was delivered. Note 4 shows the reduction in staff costs of approx. 9%. The Scottish Government grant was underspent at the year end, and we have received agreement from them that this be carried forward, primarily to fund the strategic review in advance of agreeing the new strategy that would also inform a Scottish Government grant application. The strategy had formed much of this morning's discussions. The net full year position is an underspend of £29,000 resulting in a total increase in funds to £103,000. Almost all of our assets are held in cash. Note 8 shows the split in these funds to be £83,000 unrestricted and £19,000 restricted. All restricted funds relate to the Scottish Government grant. The Board has changed the reserves policy as it felt the current levels were too high. The new policy is to retain reserves equivalent to three months' expenditure. Thanks are due to Claire Hilditch, until recently Finance & Admin Officer for her hard work and for improving the way management information is provided to the Board.

5. Approval of Annual Accounts 2015-2016 and appointment of external examiner – John G. Norman Limited.

It was unanimously agreed that the Annual Accounts 2015-2016 be approved.

Proposed: Alistair Dutton Seconded: Kevin Simpson

It was unanimously agreed that the services of John G. Norman as Independent Examiner of the Accounts be retained for the year 2016-2017.

Proposed: Lynne Paterson Seconded: James Wells

6(a) Agreeing a new Draft Strategy for 2017-2020

Jamie presented the new draft Strategy to the meeting and proposed that it was approved by the members. It contained within it a change of name to one of two alternatives being offered for choice by a majority of the members. Both new names reflected the change of focus to open up membership beyond international development organisations to encompass other types of organisation, and individuals, who supported international development and more specifically our vision, mission and objectives.

Alastair Dutton asked why the change of name was necessary and questioned the cost implications. Jamie said it reflected the change in direction of travel and that the cost was minimal, and would mainly relate to the website for which funds had in any event been allocated for re-design.

It was unanimously agreed that the draft Strategy be approved.

6(b) Voting on a new name for NIDOS

A majority of the members chose that the new name for NIDOS should be Scotland's International Development Alliance. There were 3 abstentions.

Jamie advised the meeting that the next procedural steps were to obtain permission from OSCR and Companies House, and thereafter, if permission was granted, the changes in the constitution arising from a new name and new categories of membership would be drawn up into Special Resolutions to be put to the membership. It was hoped that these steps could be completed in January 2017.

7. The proposed fee structure for annual membership fees 2017-2018 was unanimously approved.
8. There being only one vacancy on the NIDOS Board there was no need for an election. The nomination of Agnes Ngulube Holmes as a Board member was unanimously approved. Agnes thanked the members and especially David Hope Jones and Jo Vallis who had endorsed her nomination. She looked forward to helping ensure human rights and sustainable development remained at the top of the agenda, and to encouraging and supporting the involvement of diaspora in agricultural and food security programmes.
9. Jamie proposed a vote of thanks to Douglas Blackwood stepping down from the Board, for all his hard work on behalf of NIDOS.

There being no other business, the meeting was closed.

