

AIRMIC LIMITED

MINUTES OF THE 44th ANNUAL GENERAL MEETING HELD ONLINE ON

THURSDAY 24th JUNE 2021

Present: T Skinner Chairman
T Graham First Deputy Chairman
J Graham CEO
N M L Hughes Director / Hon Secretary

and 40 other Guaranteeing Members attending online and by proxy

In Attendance:

L Davies Finance and Corporate Services Manager
L Kameche EA to CEO

171 apologies had been received from Members. Seven valid proxy votes had been received.

The Chairman opened the meeting. She notified members present that in the light of Tim Graham needing to defer acceding to the Chair, the Board had approved that she should continue in office until end August and then be succeeded by Claire Combes. It was noted that, but for a need (meantime resolved) previously to stand down as Deputy Chair (whilst remaining on Board), Claire would have been assuming the chair after this AGM. The Chairman further alerted members present to the existence of a limited number of Board vacancies and invited expressions of interest from members which would then be reviewed in a process to be managed by the Executive Committee and the Hon Secretary.

422 NOTICE

The formal Notice convening the meeting was taken as read.

423 MINUTES

It was proposed by Tracey Skinner, seconded by Tim Graham and resolved nem con:

THAT the Minutes of the 43rd Annual General Meeting held on 5th November 2020 be approved.

424 PRESENTATION BY JULIA GRAHAM, CEO

The CEO, Julia Graham, provided Members with a presentation in relation to the affairs of the Company having succeeded John Ludlow since the Members Meeting and the AGM held on 5 November 2020. Julia paid tribute both to her predecessor and in circumstances of the pandemic to the support provided to the Company by members, the Board, the Airmic team (which included a number of new joiners) and Partners.

It was noted that since March 2020 the Company had operated and provided services online. Due to the pandemic, there could be no Annual Conference in 2020 but an online event 'Airmic Fest' had been held successfully and acclaimed. Notwithstanding the circumstances, the Company, assisted by its longstanding policy as to financial reserves, was financially stable and able to meet its obligations for the foreseeable future. An Annual Conference was planned to be held, in Brighton, in October 2021 and revenues were accruing ahead of that event.

Membership numbers were growing steadily and membership engagement was vibrant with record levels of participation in nineteen Special Interest Groups and with many other events and sessions having taken place online; including a wide range of continuing professional development activities such as the Airmic Academy, Forums, roundtables, podcasts, the introduction of 'Friday Reading' and 'Airmic LIVE'.

Contact had also been fostered with a wide range of other organisations relevant to member services. Online events had also facilitated participation by speakers drawn from overseas and, as was illustrated by Airmic Fest, allowed for a huge number of post event downloads of materials and other visits to the event site.

Partnership support had been maintained and embraced some new joiners.

Eighteen formal papers had been published on a wide variety of subjects and upcoming projects included a major survey of members and the fourth report in the 'Roads to -' series, to be titled 'Roads to Repurposing'.

Plans for the year ahead aimed to build on the digital transformation achieved in the management of the Company and in the delivery of services so to allow for the return in September of the Company team to working at the Company offices in Lloyd's Avenue and for in-person events and activities to be held in conjunction with online activities as part of a 'hybrid' approach. The Company had demonstrated, with support received, its adaptability and resilience anchored by the Purpose that it serves.

425 REPORT OF THE BOARD

The Report of the Board, as set out in the Report to be filed at Companies House, covering the affairs of the Company for the period 1 January 2020 to 31 December 2020 was taken as read. No questions were raised by members. It was proposed by Tracey Skinner, seconded by Tim Graham and resolved, nem con:

THAT the Report for the year ended 31 December 2020 be received.

426 ACCOUNTS AND AUDITOR'S REPORT

It was proposed by Tracey Skinner, seconded by Tim Graham and resolved, nem con:

THAT the Accounts for the year ended 31 December 2020 be received together with the auditor's report thereon.

427 APPOINTMENT OF AUDITOR

It was proposed by Tracey Skinner, seconded by Tim Graham and resolved, nem con:

THAT MOORE KINGSTON SMITH be re-elected auditor of the Company until the conclusion of the next Annual General Meeting of the Company.

428 AUDITOR'S REMUNERATION

It was proposed by Tracey Skinner, seconded by Tim Graham and resolved, nem con:

THAT the Board of the Company be and is hereby authorised to fix the remuneration of the auditor for the ensuing year to the conclusion of the 2022 Annual General Meeting.

429 **DIRECTORS**

Valid nominations had been submitted for four persons, each named below, seeking election and accordingly the nominations did not in number exceed the available vacancies.

It was resolved, nem con:

THAT each of the following persons be elected as a director of the Association:

Nominee	Proposer	Seconder
Glenn Ellis	John Ludlow	Colin Barker
Julia Graham	Tracey Skinner	Fiona Davidge
Richard Hoult	Claire Combes	Tim Graham
Alison Quinlivan	Mark Dawson	Julia Graham

No other nominations had been received.

430. **ANY OTHER BUSINESS**

There was no other business and the meeting was closed.

Signed

Date: