



Professional Speaking Association

AGM October 8th 2021

Held online via zoom

Present:

Rebecca Jones - Chairman
William Buist – Finance Director
Lynda Shaw – National President
Steve Bustin - Immediate Past-President and GSF representative
Lee Jackson – Foundation Director
Chantal Cornelius - Marketing Director
Nathan Littleton - Communications Director
Michelle Mills-Porter - Membership Director
Guy Clapperton - Director of Regions
Jackie Handie - Diversity, Equity and Inclusion Director

Sara Beth Reynolds - Operations Manager

Formal agenda

Section	Discussion/Action	Lead
1	Welcome to the 2021 AGM from Rebecca Jones Rebecca introduces herself and the other board members. Rebecca extends a note of thanks to Andy Lopata for his time on the board looking after the Fellows. Apologies for absence received from Guy Clapperton who's the Director of Regions who can't be with us today.	Rebecca Jones
2	Minutes of the last AGM 2020	Rebecca

	<p>Last year's AGM notes were published on the website.</p> <p>Rebecca Jones: Propose approval of the minutes of last years AGM 2020</p> <p>Steve Bustin / Jon Baker: Seconded.</p> <p>Motion: Minutes approved</p>	Jones
3	<p>Accounts - Receipt and adoption of the accounts for the Association for the period ending 30th June 2021</p> <p>William as Finance Director took us through the accounts.</p> <p>The revenue side membership fees are just over £100,000. As Rebecca has indicated, that's pretty much in line with last year. All other income regional meetings, other events such as the summit brings out total revenue for the year to June to £175,000. It is down about 23% from the previous year. Now that's predominantly because we've had a whole year of not running events in the room. We've done quite a lot to make sure we keep costs under control leaving a good healthy surplus this year of £65,000.</p> <p>The foundation has approx £35,000 in the bank - thanks to Lee for his work raising funds and supporting members through the foundation.</p> <p>I'd like to thank Mike Ogilvie for his work on preparing these accounts and the accounting that he does for us.</p> <p>I think it's important to recognise we are in a really good financial state right now, at a time when other associations have had a struggle. And that's down mostly to the loyalty and the community of you the members. So again, thank you all for that.</p>	William Buist
4	<p>William has been through the accounts in detail and is satisfied that the accounts are true and a fair view. The accounts have also been through to the board and the board have approved them.</p> <p>Rebecca Jones proposed acceptance of the accounts</p> <p>Proposal to approval the accounts for period ending June 30th 2021: Will Kinitsh</p> <p>Fiona Brennan-Scott / Scott Johnston: Seconded.</p> <p>Motion: Accounts approved</p> <p>Rebecca thanked William and Mike Ogilvie and his team, who are our official accountants.</p>	Rebecca Jones/William Buist

5	<p>New Board Roles - Nomination for Nathan Littleton as National President for 2022 - 2023</p> <p>Proposal for the next National President for The PSA UK and Ireland; Nathan Littleton: unanimous raising of hands</p> <p>Mike Blisset: Seconded</p> <p>Motion: Proposal for the next National President for The PSA UK and Ireland; Nathan Littleton, approved.</p>	Rebecca Jones
6	<p>Ratification of board roles</p> <p>Since the last AGM, we've only had two appointments to the board. That being Jackie Handy as Diversity, Equity and Inclusion Director and William Buist as Finance Director. These roles need to be ratified.</p> <p>Proposal for William Buist as Finance Director: Scott Johnston Seconder for William Buist as Finance Director: Lynda Shaw Motion for William Buist as Finance Director, approved</p> <p>Proposal for Jackie Handie as Diversity, equity and Inclusion Director: John Hotowka Seconder for Jackie Handie as Diversity, equity and Inclusion Director: William Buist Motion for Jackie Handie as Diversity, equity and Inclusion Director, approved</p>	Rebecca Jones
7	<p>Any other business</p> <p>Questions from the floor</p> <p>Fiona Brennan-Scott: I just think, in light of Williams feedback, that membership makes up such a big portion of the fees. If there's a piece there about onboarding and nurturing new members in a way that grows the PSA, could we/is there? Are we doing well? And could we do better?</p> <p>Rebecca Jones: Yes Michelle's doing amazing work around this and I look forward to seeing more work around supporting our members.</p> <p>John Hotowka: Am I allowed to say thank you on behalf of the members to the board for all the work they do?</p> <p>Rebecca Jones: thank you, John, that's really kind of you, as</p>	Rebecca Jones

	<p>always, but thank you very much. Of course.</p> <p>Stuart Harris: is there any update on the members survey? Michelle, can you answer that?</p> <p>Michelle Mills-Porter: So the member survey was completed and it's just a question of deciding when we put out information and what we put out. And that has to take its place in terms of the agenda. It will be an annual thing so we can start to reflect on the information.</p> <p>Scott Johnston: I had a question about whether there was any presence on the board from the admin team. I thought they were on the board, but perhaps I'm wrong. And also, we've thanked the members, we've thanked the board. I'd like to thank the admin team for their huge work as well.</p> <p>Rebecca Jones: Sara Beth from the admin team is with us today and is always at every board meeting on behalf of the team. So she does represent the team and she does share stuff back to the team, as do I, and also they are able to feed into the board decisions and we do listen to them, because they are the ones who often know things and can advise us.</p>	
8	<p>Closing Remarks:</p> <p>Rebecca Jones extended a vote of thanks to everyone involved.</p>	Rebecca Jones
9	Meeting closed	Rebecca Jones