

Minutes of the 2014 Annual General Meeting of DBA-UK

Held on Sunday 18th May 2014 at

Caythorpe Court, Caythorpe Heath Lane, Caythorpe, Grantham, Lincolnshire

1. Open

Jayson Whitaker opened the Annual General Meeting of DBA-UK as Chair of the meeting.

2. Approval of Minutes – 2012 & 2013 AGM

The minutes of the two previous AGM's were ratified as correct by all present.

3. Chair's Report

Leisa Batkin presented a list of objectives for the year to date, explaining their status as follows -

Ref	Activity Description	Original Proposed Owner	Comments	Projected Cost	Description	Cost in 2013
1	To establish stronger links with the USA and Europe	Committee	Achieved			
2	To establish links with Camp sunshine	Leisa	Achieved	£10,000	To send two families to Camp Sunshine	£8,432
3	To establish links with UK charities to offer holiday breaks to families	Leisa	Achieved			
4	To establish a patient registry	Leisa/Pete	Not Achieved			
5	To gain transparency into the financial details of the charity	Pete	Achieved			
6	To maintain the family conference	Jayson/Committee	Achieved	£20,000	PGL Weekend Conference	£20,265
7	To establish an adult only conference	Sam/Hayley	Achieved	£8,000	Adult Conference	£7,229
8	To become more visible on social media	Kieran	Achieved			
9	To keep families more updated on committee workings	Leisa/Kieran	Partially Achieved			
10	To increase fundraising capability	Caroline/Sam	Partially Achieved			
11	To re write the constitution	Jayson/Committee	Not Achieved			
12	To provide merchandise on a as required basis	Jennifer/June	Achieved			
13	To set an online shop for the charity	Kieran	Achieved			
14	For each committee member to have a specific role in the committee	Leisa	Achieved			
15	To establish better communication with DBA medic lead	Leisa	Achieved			
16	To establish other ways to raise finance	Sam/Jennifer/Joe/Caroline	Partially Achieved			
17	To work as a more cohesive group	Kieran/Leisa	Achieved			
18	To offer medi-tags and other helpful merchandise on line	Sam/Caroline	Partially Achieved			
19	To implement a daily life blog	Kieran	Not Achieved			
20	To fund international conferences	Pete/Leisa/Kieran	Achieved	£15,000	eg ICC Atlanta in 2014 - £13,312	£0

Leisa also stresses the importance for members of the charity to be in contact with the committee to let us know what support is needed. The report was accepted by the meeting.

4. Treasurer's Report

Jayson Whitaker reported financial figures for 2013 on behalf of current Treasurer Peter Redmond who was also present in a supporting role.

Income for 2013	£
Just Giving Online Donations	12,399.49
Gift Aid	2,567.81
Donations	6,592.27
Bequests and donations in Memory	1,022.82
CAF Donation	815.20
Charities Trust Payments	255.05
Bank Interest	126.64
Sale of DBA merchandise	400.00
Fundraising Events	6,616.28
Charity Boxes	289.45
Conference Raffle	311.00
TOTAL	31,396.01

Expenditure for 2013	£
Family Weekend 2013	-16,403.61
Family Weekend 2014	-5,481.00
Adult Conference 2013	-7,229.60
Adult Conference 2012	-1,572.00
Camp Sunshine 2013	-8,431.60
Fundraising Event Registration	-2,121.00
Merchandise, Printing & Postage	-6,750.82
Just Giving Monthly Charges	-216.00
Bank Charges including Bankline	-131.10
Charitable Contributions	-542.33
TOTAL	-48,879.06

2013 Major Fundraising Events	£
Bupa Great North Run	6,181.41
Reagan's Reason Coast to Coast	3,550.65
Coast to Coast Costa Rica	4,005.00
London2Brighton Challenge 2013	4,124.30
Thames Path Challenge 100k Walk	807.54
Diamond Day 2013	1,480.97

Accounts Summary	£
Opening balance as of 1st Jan 2013	260,609.58
Income up to 31st Dec 2013	31,396.01
Expenditure up to 31st Dec 2013	-48,879.06
Closing Balance on 31st Dec 2013	243,126.53
Actual Bank Balance	243,126.53
Difference	0.00

Jayson stresses that Just Giving is a key source of income for us and as such is worth the fees. This current year we have spent more than we have brought in but that we are spending it in the right places, if anyone needs to question this or suggest better ideas, we are open to suggestions. One key part of this is covering the initial payment for fundraising events, so long as people raise double whatever the entry fee is, we are happy to cover your place(s).

As well as supporting families there are solid research proposals on the table, so fundraising is more important than ever, Jayson then suggests a goal of £1000 per family in order to appropriately fund the research that is being brought to us as well as keep things like Family Weekend and Adult Meetings going. Jayson mentions June Kynoch as a key person for fundraising support.

Jayson then goes on to mention the Great North Run, which we typically have had 25 places for in the past, there is scope to push this to 75, the next step up, but it would need huge support from all our DBA UK families.

The report was accepted by the meeting.

5. Elections

Jayson Whitaker opened the elections, confirming that self-nominations must have been received 14 days prior to the AGM.

As per constitution, Leisa Batkin stepped down as Chair, also Jennifer Hamshere, Joe Fletcher and Alison Micklethwaite stepped down.

Elections onto the committee then took place for the open places.

Leisa Batkin offers to stand again –

Proposed – Dominic Messenger

Seconded – June Kynoch

Martin Winter entered a self-nomination as per the constitution.

Proposed – Helen Till

Seconded – Kieran Teasdale

Joe Fletcher offers to stand again –

Proposed – Dominic Messenger

Seconded – Simon Rix

Alison Micklethwaite offers to stand again –

Proposed – Peter Redmond

Seconded – Martin Winter

Jennifer Hamshere offers to stand again –

Proposed – June Kynoch

Seconded – Martin Winter

The currently existing committee members who have not stepped down remain on the committee – Kieran Teasdale, Peter Redmond, Jayson Whittaker, Hayley Teasdale, Sam Robinson, Caroline Rhodes and June Kynoch.

Jayson mentions the importance of different people helping out by working in a committee position, everybody has different skills that are useful to the charity, and we all need to do our bit to help each other.

6. Any Other Business

Jayson raises that the cost of conference per person is approximately £120 per person and any contributions towards this are greatly welcomed. Kieran Teasdale confirms that we can now accept payments directly via PayPal on our website and also direct payment through Just Giving using their website of text service. Helen Till also mentions The Giving Machine website which DBA UK is a selectable charity, people can shop through this website to all their normal online sites like Amazon/eBay/Tesco etc and The Giving Machine will give money directly to DBA UK at no extra cost.

The AGM was then closed.

Shortly after the AGM was closed Sarah Andrews proposed herself for inclusion on the committee via the co-opting system and this was accepted by the committee.

Additionally, Caroline Rhodes (not present at the AGM) contacted the Secretary Kieran Teasdale to inform that she would be unable to continue in her role on the committee, this was accepted by the committee.