

The Chartered Institute of Building Benevolent Fund Limited

## MINUTES OF THE TWENTY-NINTH ANNUAL GENERAL MEETING

Date and Time: Tuesday 29<sup>th</sup> June 2021 at 10:30

Venue: Virtual Call

### Attendees:

Peter Smith, Chair  
Robert Mawson, Vice Chair  
Alan Vowler, Trustee  
Christine Williams, Trustee  
Dean Burgess  
Kye Gbangbola  
Roger Gillespie, Trustee  
Paul Bayley, Trustee  
Martin Tomlinson, Member  
Joanna Quirk, CIOB Finance Director  
Emma McKay, Benevolent Fund Manager

### Notice - Agenda Item 1

1. The Chairman welcomed members to the meeting and advised that the meeting would be recorded unless anyone raised any objections. The Notice convening the Meeting previously circulated was taken as read.

### Apologies – Agenda Item 2

2. Apologies had been received from Caroline Gumble, Trustee and CIOB CEO.

### Minutes of the 28<sup>th</sup> Annual General Meeting Held On 30 June 2020 – Agenda Item 3

3. Copies of the minutes were made available to members attending the meeting and on the website.
4. Martin Tomlinson had previously noted an error in the minutes. The venue stated Edinburgh which had been the venue in 2019. Emma had corrected the venue to be 'skype' as this had been held virtually. Peter noted thanks to Martin for pointing this out.
5. Peter asked permission of those present to sign the Minutes as an accurate record of the previous AGM now the venue had been corrected. Permission was unanimously granted, and the minutes signed and sent to Emma to file securely.

### Report of the Directors & Trustees for The Year Ended 31 December 2020 – Agenda Item 4

4. Peter introduced the Report of the Directors and Trustees and informed the meeting that copies had been made available to members of the Association
5. Peter proposed that the Report of the Directors and Trustees for the year ended 31 December 2020 be accepted and approved. **The Report of the Directors and Trustees for the year ended 31 December 2020 was duly approved.**

#### Any other Business – Agenda Item 5

10. Alan raised a personal fundraising point which Emma circulated to attendees for information.
11. Peter wished to thank Robert for his support and input as Vice Chair and for agreeing to continue for the coming year. Peter also wished to thank Caroline and Joanna for their fantastic support and to welcome Emma again as the new Benevolent Fund Manager.
12. Peter thanked all the Trustees on behalf of the members who've been supported over the last year and finally wished to express a warm thanks to Frank MacDonald for his work and commitment to the fund and CIOB members over his long term as secretary. The fund had been going for 29 years, Frank had managed it for 26 of those years and done an incredible job.

#### Date of next meeting – Agenda Item 6

13. The 30<sup>th</sup> Annual General Meeting would take place on Tuesday 28<sup>th</sup> of June in 2022 at a time and venue to be confirmed.
17. Peter thanked members and Trustees for their support and attendance and declared the Annual General Meeting closed at 10.38am.