



Minutes of the Annual General Meeting of the Lymphoma Association
held at Conference Aston, Aston University, Birmingham
on Saturday 9 May 2015 at 9.50am

Present:

Trustees: Gordon Johns (*Chair*), Burton Paul, June Cook and Steve Dunn

Staff: Jonathan Pearce (*Chief Executive*), Anne Hook, Alice Strudwick, Barbara Jotham, Jenny Coldwell, Lindsey Rowell, Sara Harding

Members: 25 members of the Lymphoma Association

1 Chairman's opening remarks

Gordon Johns welcomed everyone to the AGM.

2 Apologies for absence

Apologies had been received from trustees Dr Ben Riley, David Barnett, Dr Graham Collins, Mark Harrison and Nicola King.

3 Approval of minutes of the AGM held on 7 June 2014

The minutes of the previous meeting were approved by a unanimous vote and will be signed by the Chair as an accurate record.

4 Chair's report

Gordon Johns presented a summary of the Association's activities in 2014 which was highlighted as a year of significant change. In May 2014 the trustees approved a strategic review of the charity and its work. As a result, a set of new priorities were approved which represented a number of new approaches. Despite the changes during the year, the Association has remained focused on its core aims of providing high quality information, support and training to people affected by lymphoma.

During the year, four new trustees were appointed; June Cook, Burton Paul, Nicola King and Steve Dunn. Thanks and best wishes were extended to those trustees who retired in 2014; John Fulton, Mark Edwards, Richard Morris and Pascale Wood-Atkins.

Gordon also thanked a number of different people for all their hard work and support over the year;

- The Medical Advisory Panel and Nurses Forum.
- Staff and trustees.
- All those who donate and fundraise for the Lymphoma Association.
- All those who volunteer their time and energy for the Lymphoma Association, including the support group coordinators, buddies and our reader panel.

There were no questions about the Chair's report.

5 Treasurer's report

Steve Dunn presented a summary of the Association's financial activities in 2014. At the start of 2014, the charity had reserves (cash and investments) approaching 12 months' expenditure. As such a high level of reserves is more than required and can be detrimental in attracting additional funding, the Board of Trustees decided to invest reserves in order to grow and develop the charity and increase the Association's reach.

In 2014 the total income received was £1.185 million. Discounting legacies received, this represents a growth of 12% over 2013 in our non-legacy fundraising. Total expenditure was £1.277 million which was an increase of 2%, primarily the result of reorganisation and recruitment costs. Overall there was a net deficit of £79k, which was better than anticipated in the business plan which had budgeted for a deficit of £196k. Steve Dunn advised that the independent external auditors were satisfied with the financial management of the charity and identified no significant risks.

Investment to achieve the Association's planned objectives will reduce reserves further in 2015. The charity's policy is now to hold unrestricted funds equivalent to between 3 and 6 months' expenditure. The Board and Executive team will monitor actual performance and respond accordingly if it is not in line with the plan.

There were no questions about the Treasurer's report.

6 Chief Executive's report – plans for the future

Jonathan Pearce confirmed that the Association had achieved a great deal in 2014 and as an organisation was committed to building on the achievements and improving the information, support and help we provide to people affected by lymphoma. The strategic priorities set out in 2014 identify the key areas that the Association want to progress in order to ensure that no-one with lymphoma should be left alone to cope with a diagnosis, left alone to understand what this means for them and their future, the treatment process and beyond. The charity wants to continue to provide a professional and as high a quality service as possible. To do this it will look to bring people affected by lymphoma together as a community of support and provide help in a way which addresses individual needs and is directly relevant to each individual, whether it be by role (patient, carer, health professional etc), background, age or type of lymphoma.

Jonathan Pearce advised that over the course of this year the Association will be looking at developing the following initiatives;

- "Living well with lymphoma" programme/toolkit.
- Counselling/psychological support services.
- Regional events and support.

- Online community.
- More information resources – including a personalised approach.
- Health professional membership scheme.
- Increased education and training.
- Campaigning.
- “Join us” approach to individual fundraising.
- Trust fundraising/corporate sponsorship.

There were no questions about the Chief Executive’s report.

7 Special resolution to approve proposed amendments to the Memorandum and Articles of Association

Jonathan Pearce introduced the background to the proposed resolution. The new plans for a Join Us network and a smaller advisory group have been informed by the views of the charity’s members, supporters and service users, following research carried out and feedback received. The research and feedback highlighted the confusion around the current membership scheme and the need to move to a more inclusive and coherent system and approach. In order to achieve this, the Board of Trustees was proposing to end the current membership scheme, as set out in the memorandum and articles of association. This required changes to the memorandum and articles, which were set out in the papers sent to members ahead of the meeting. In addition, the papers included proposed amendments to the memorandum and articles to enable the organisation to register as a charity in Scotland (further to the requirements of the Office of the Scottish Charity Regulator).

The special resolution containing the proposed changes was put to the vote.

The members of the Lymphoma Association resolved unanimously to amend the organisation’s Memorandum and Articles of Association for the purposes of amending the membership scheme and facilitating registration of the organisation as a charity in Scotland.

The members further resolved that these changes shall come into effect from the end of the Annual General Meeting and that the amended Memorandum of Association shall be submitted to the Charity Commission in England and Wales for its approval and to the Office of the Scottish Charity Regulator for the purposes of facilitating registration as a charity in Scotland.

8 Acceptance of audited accounts of the Lymphoma Association

The 2014 accounts have been approved by the trustees and audited by Mazars LLP. Adoption of the accounts was proposed and approved unanimously by members.

9 Appointment of auditors for the year 2015

Gordon Johns recommended the appointment of Mazars LLP as the Lymphoma Association’s auditors for 2015. The recommendation was approved unanimously by members.

10 Election of directors of the Lymphoma Association

In accordance with the Memorandum and Articles of the Association, four of the current trustees stood down from office this year: Gordon Johns, Dr Graham Collins, Mark Harrison and June Cook. They all offered themselves for re-election.

Their nominations were proposed and approved unanimously by the members.

11 Any other business

There being no further business the meeting closed at 10.30am.