

The Association of Inter-Varsity Clubs [AIVC] Annual General Meeting [AGM] Minutes –Saturday 25th to Sunday 26th April 2015

Venue:- The Hilton Garden Inn, 1 Brunswick Square, Birmingham B1 2HW

SATURDAY

Brief welcome / health & safety

Hilary Brown [Chairman, Birmingham IVC] welcomed all the delegates to the AIVC Conference and dealt with the necessary health and safety issues in the event of an emergency.

Club roll call & apologies - Clubs present:-

Active Hampshire, Birmingham IVC, Bournemouth IVC, Cambridgeshire IVC, Cardiff IVC, Derby Focus Activities Club, Essex IVC, Halifax & Huddersfield IVC, Leeds & Harrogate IVC, Leicestershire IVC, London IVC, Manchester IVC, Merseyside IVC, Milton Keynes IVC, North Staffs IVC, Northamptonshire IVC, Norwich & Norfolk IVC, Oxfordshire IVC, Plymouth IVC, Sheffield IVC, Simply Social [Bristol & Bath], Southampton IVC, Swindon IVC, Tees Valley IVC, Thames Valley IVC, West Surrey IVC, York IVC

Chairman's opening remarks

Hilary reminded delegates to hand over any travel expense claim forms to Michelle Workman [Treasurer, Norwich & Norfolk IVC] reminded delegates about the activities organised for Saturday and Sunday afternoon. The Chairman told delegates that nominations were needed for next year's AIVC committee, and that job descriptions for the committee roles had been displayed on the notice boards outside the meeting room. Reference was made to the 3 'Regional Gatherings' held in Bristol, London and York over the past year that had been attended by a lot of clubs and been very fruitful in bringing about the Motions that were to be discussed at Conference.

Hilary asked delegates to use the networking session to talk to the committee and discuss the motions with other delegates prior to reconvening for consideration of the motions in the meeting.

Housekeeping issues The AIVC constitution had been updated for the first time since 2006. Hilary had dealt with 8 club disputes as well as overseeing the publication of a Guidance Paper on Equal Opportunities. Legal documents had been updated and a full set of AIVC AGM Minutes, dating back to 2005, had been put onto the AIVC website.

Hilary asked all clubs to review the new documents and encouraged them to adopt them and follow the guidance.

The 2014 AGM Minutes & matters arising

Chris Souch [Norwich & Norfolk IVC] referred to Section 7 (last paragraph on page 4) which should have read '12 bulletins a year' instead of '12 bulletins a month'.

John Hall [Southampton IVC] referred to Section 10 - Consideration of Accounts and Budget and asked if the committee had investigated if the Insurance cover provided Legal Advice. Hilary replied that the legal cover included in the insurance policy was for legal advice in the event of needing to make a claim.

The Chairman asked for a proposer and seconder to agree the Minutes.

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PROPOSER: John Hall [Southampton IVC]. **SECONDER:** Des Morrison [London IVC].

The Minutes of the 2014 AGM were agreed.

Questions on Officers reports

Chairman's report

Kim Plaskett [Derby Focus Activities Club] commented that the Newslines had not been circulated in advance, and the first opportunity to read the reports was therefore at Conference as part of the delegate paperwork.

Hilary apologised for the late publication but explained that some officer reports had not been received until Monday 20th April and printing was done on 22nd.

Chris Souch [Norwich & Norfolk IVC] commented on his disappointment that Pete Norris [ex-webmaster] was not present at the Conference. Hilary explained that Pete had refused to put the new AIVC legal documents onto the AIVC website as he didn't agree with some of the content. This had resulted in his resignation. Hilary explained that all clubs should have been given access to the documents as AIVC funds had been spent to update them. The AIVC committee still has contact with Activity Exchange and Bob Clifford [National Development Officer, Active Hampshire], through his Agoria website, now runs the AIVC website which all the AIVC committee has access to.

The Chairman referred to the resignation of Jacqui Roote from her role on the AIVC Committee as the Club Liaison Officer. Since Jacqui's resignation, club liaison enquiries have been directed to Hilary. Derek Watson [Essex IVC] said that the Chairman had done an excellent job in firstly putting all the documents onto the AIVC website, and secondly in her work on the AIVC constitution.

National Events Officer Report

Pete Howe [National Events Officer, Birmingham IVC] asked if all clubs sent out his Events Guide publication. Ora Sapir [Oxfordshire IVC] said that only half of her clubs membership had online access. Des Morrison [London IVC] said that it was up to individual IVC clubs how they send the publication out to its members. Derek Watson [Essex IVC] said that the Events Guide should be publicised through links and not sent out to members separately. Brenda Field [Cambridgeshire IVC] agreed that how members accessed information was down to them. Pam Goodwin [Derby Focus Activities Club] praised the enthusiasm of Pete Howe for IVC.

Publicity Report

Sarah Davis [Publicity Officer, Cambridgeshire IVC] said that the main role for AIVC publicity was to publicise AIVC to IVC clubs through the medium of 'regional gatherings' and also through getting more involved with social media. Jathan Rayner [Thames Valley IVC] asked why AIVC needed to be rebranded? Sarah replied that the technology which AIVC was using looks very dated and she was personally not very keen on the AIVC logo. Kim Plaskett [Derby Focus Activities Club] asked Sarah if there was a role for IVC to be publicised to the outside world?

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1 The publicity officer replied that personally she thought not. Most people look for local
2 publicity but the national AIVC network is one of the association's best selling points. Sarah
3 reminded delegates that AIVC had its own facebook page and that she was thinking of
4 changing it to an 'open' system whereby people can join it more easily.

5 There is also a new facebook open page that is accessible to everyone.

News Officer Report

7 Ann Jones [News Officer, London IVC] asked for delegates to volunteer their clubs for 2 regular
8 features in future NEWSLINES issues. Firstly, the 'spotlight on' a club article.

9 Nick Wilkinson [Merseyside IVC] volunteered Merseyside IVC to be the next club for the
10 spotlight article.

11 Secondly, Ann wanted clubs to send her their archive material for the 'blast from the past'
12 feature. This article would cover interesting extracts from past minutes.

13 The Chairman asked for a proposer and seconder to agree the Officer reports.

14 Proposer: Jathan Rayner [Thames Valley IVC] Seconder: Elizabeth Seakins [Birmingham IVC]

15 The Reports were unanimously agreed.

Feedback from regional meetings

18 Bob Clifford [National Development Officer, Active Hampshire] gave a short presentation on how
19 clubs can access information on the 'regional gatherings' on the AIVC website. Bob
20 presented the findings from the three 'regional gatherings' held in Bristol, London and York.

21 Graham Hankins [Birmingham IVC] asked if Bob was going to act on the findings of the
22 'regional gatherings'? Bob replied that some of the Motions reflected the results obtained
23 from the 'regional gatherings'. Hilary Brown [Chairman, Birmingham IVC] said that she was
24 mindful of the fact that some IVC members were unable to attend a 2 day Conference and
25 that there may be a need to change the format. The Chairman referred to the York 'regional
26 gathering' working very well as both a holiday and a business meeting. Hilary suggested
27 that this format could be used for a future AGM with all the business being conducted on 1
28 day.

29 Bob showed the Maidenhead Art website with a view to suggesting that it could be a
30 template for the AIVC website; In other words, different IVC club websites could be seen on
31 the AIVC website. Chris Souch [Norwich & Norfolk IVC] asked Bob if it was possible to set up a
32 Forum on the AIVC website? Bob suggested that it would be best to set up a Forum on
33 WordPress. Sarah Davis [Publicity Officer, Cambridgeshire IVC] suggested that the AIVC facebook
34 website could be very dynamic, and be an interactive tool whereby people can talk to each
35 other.

36 Bob advised that there would be a need to review the content of the facebook page to
37 ensure that "trolls" didn't place any unwanted or negative material on the page.

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Ann Jones [News Officer, London IVC] said that there is a need to have changing items on the website to keep up interest. She would put a summary of all the AIVC meetup articles onto the AIVC website, and also copies of the Newslines.

Bob agreed, that there was a need to engage people as much as possible, and get clubs to talk to each other.

Considerations of Motions submitted

Motion 1 – Amendment to financial voting powers at Conference

This motion will amend Article 34 of the AIVC Constitution as follows to ensure financial voting strengths at Conference reflect the current club membership numbers.

Replace the existing wording for Article 34 of the AIVC Constitution as follows:

“34. On motions affecting finance, Clubs shall have votes related to their membership. There shall be two votes for the first 200 members or part thereof, and one additional vote for each further 100 members or part thereof up to a total of 1000 members. There shall be one more additional vote for each further 200 members or part thereof above 1000.

This is set out in the following table;

<u>MEMBERS:</u>	<u>VOTES:</u>
1 - 200	2
201 - 1000	2 + 1 per 100 or part thereof
1001 or more	10 + 1 per 200 or part thereof.”

With the following wording:

“34. On motions affecting finance, Clubs shall have votes related to their membership. There shall be two votes for the first 100 members or part thereof, and one additional vote for each further 50 members or part thereof up to a total of 200. There shall be one more additional vote for each further 100 members or part thereof above 200.

This is set out in the following table;

<u>MEMBERS:</u>	<u>VOTES:</u>
1-100	2 votes
101-200	2+1 per 50 members or part thereof
201 +	4 + 1 per 100 or part thereof”

Dave Lawrence [London IVC] **PROPOSED** the motion and explained why London IVC had submitted Motions 1, 2 and 3. Dave said that IVC clubs were considerably smaller than they once were and so it was a case of restoring proportionality of votes to members. Jackie Haywood [Milton Keynes IVC] asked how many members London IVC had? Dave said there were ‘313’.

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Brenda Field [Cambridgeshire IVC] asked if the Motions would affect the Levy amount paid to IVC clubs? Hilary Brown [Chairman, Birmingham IVC] said that they would not affect the Levy. Brenda said that Motions 1 and 2 were linked if you take the two together. She asked what the impact would be on the Levy for London IVC? Hilary said that, having done some analysis on this, it made only a small difference to levy income.

Sarah Davis [Publicity Officer, Cambridgeshire IVC] said that the point Brenda was making was that the Motion would affect the vote for setting the Levy, because it would change the number of votes that a club has.

Nick Wilkinson [Merseyside IVC] said that Merseyside IVC were a small club and as such recognised which IVC clubs were paying more into AIVC.

John Hall [Southampton IVC] asked that if the Motion 1 was agreed, would it allow bigger clubs to outvote smaller clubs given that 5 or 6 larger clubs would get more votes?

Bob Clifford [National Development Officer, Active Hampshire IVC] replied that it seemed unlikely that this would be the case. Clubs have to attend the AGM to vote and there is no provision for proxy voting.

Barbara Kirkup [Swindon IVC] **PROPOSED** an amendment to the Motion, and this was **SECONDED** by Janice Marlton [Cambridgeshire IVC] as follows:

Instead of the Table below reading:-

<u>MEMBERS:</u>	<u>VOTES:</u>
1-100	2 votes
101-200	2+1 per 50 members or part thereof
201 +	4 + 1 per 100 or part thereof"

It should read:-

<u>MEMBERS:</u>	<u>VOTES:</u>
1-100	2 votes
101+	2 + 1 per <u>100</u> members or part thereof"

Joan Parkinson [Halifax & Huddersfield IVC] reminded delegates that larger IVC clubs pay more Levy because they have more members and therefore more money.

Hilary Brown [Chairman, Birmingham IVC] pointed out that not every IVC club charges the same membership fee and therefore income varied.

Teresa Gent [Manchester IVC] said that Manchester IVC charge members £69 a year because they have to pay for their own premises. Hilary called for a vote on the amended Motion.

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Michelle Workman [Treasurer, Norwich & Norfolk IVC] commented that although the motions were proposed on the basis that they would make voting fairer, they had little real effect, so why are they needed?

Derek Watson [Essex IVC] asked for clarification on club voting rights. Hilary said that it was not a *financial* vote, and Bob Clifford [National Development Officer, Active Hampshire IVC] confirmed this by saying that the amendment needed a *majority* and not a two-thirds majority like the original Motion.

A vote on the amended Motion was taken. **FOR: 21. AGAINST: 32.** The amendment **FAILED**.

A vote on the ORIGINAL MOTION was taken. **FOR: 36. AGAINST: 14. ABSTENTIONS: 4.** The amendment **FAILED** by 3% because it attracted a 72% vote in favour, which was not 75%. (Article 59.2 in the Constitution).

Motion 2 – Amendment to levy rates for larger clubs

This motion will amend Article 50 of the AIVC Constitution as follows to ensure the levy liabilities of the larger clubs to the Association also reflect their financial votes.

Replace the existing wording for Article 50 of the AIVC Constitution as follows:

“50. Dues and levies upon member Clubs, and dates for payment, shall be fixed by a General Meeting of the Association. They shall be proportional to the membership of a Club, except that Clubs with over 1000 members shall pay half rates for any members after the first 1000.”

With the following wording:

“Dues and levies upon member Clubs, and dates for payment, shall be fixed by a General Meeting of the Association. They shall be proportional to the membership of a Club, except that Clubs with over 200 members shall pay half rates for any members after the first 200”.

Motion 2 was **WITHDRAWN** by London IVC.

Motion 3 – Amendment to set a maximum number of AIVC Officers

This motion will amend Article 15 of the AIVC Constitution and is designed to promote the decentralisation of the AIVC organisation. The change is intended to encourage member Clubs to take a more proactive role in the provision of services that are currently provided by the AIVC Committee and thereby containing costs.

The intention being that some years may not require an extra officer and that the committee if they need one should justify the role of the extra officer to the AGM.

Replace the existing wording for Article 15 as follows:

“15. Such other Officers as the Association may require may also be elected with specific responsibilities.”

With the following wording:

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1 "15. One other officer may be elected to the executive committee, if required, subject to
2 review at the AGM."

3
4 Des Morrison as **PROPOSER** revised the motion to:

5 "Two other officers may be elected to the executive committee, if required, subject to review
6 at the AGM"

7 Pam Goodwin [Derby Focus Activities Club] suggested that there need only be 5 AIVC officers.

8 Des Morrison [London IVC] referred to the 'break-even analysis' on the AIVC website, which
9 stated that reducing the committee from 8 to 5 officers would be the equivalent of knocking
10 50p off the Levy. Des suggested that the AIVC committee could job share some of their
11 roles. Also more money could be saved if the Conference business was conducted on 1 day
12 instead of 2.

13 Michelle Workman [Treasurer, Norwich & Norfolk IVC] warned that you don't get the same range of
14 views if you limit the committee numbers. Also that it was difficult to job share because it
15 means more work for each AIVC officer. The committee should be given some discretion as
16 to how many officers they need.

17 Augusto Coppi [West Surrey IVC] agreed that a range of expertise was needed on the
18 committee.

19 Nick Wilkinson [Merseyside IVC] said that it was a Motion about money and questioned how
20 desirable it was to become an AIVC officer. Nick added that the Motion was not a tool for
21 what we want to achieve. It is difficult enough trying to get officers for the AIVC committee.

22 John Hall [Southampton IVC] argued that the number of AIVC officers should not be reduced in
23 order to cut 50p off a club membership.

24 Janice Marlton [Cambridgeshire IVC] asked if the AIVC committee had volunteered to pay £50
25 towards the Conference costs?

26 Hilary Brown [Chairman, Birmingham IVC] said that the committee had offered to pay £50, which
27 had paid for the social element of the week-end. In the last 4 years, committee costs had
28 been reduced every year because the committee had made an effort to cut costs. Hilary
29 warned that if there are too few officers on the AIVC committee, then you may end up with 1
30 dominant officer ruling over the others.

31 The wording above was changed to: "15. **TWO OTHER OFFICERS** may be elected **IN**
32 **ADDITION** to the executive committee, if required, subject to review at the AGM."

33 A vote was taken on the amended Motion. **FOR**: 4. **AGAINST**: 47. **ABSTENTIONS**: 0.

34 The amended Motion **FAILED**.

35
36 **MOTIONS ARISING FROM THE REGIONAL GATHERINGS**

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(Submitted on 10 January 2016)

The following additional motions are proposed by the AIVC Committee as a reflection of the opinions expressed by attendees at the AIVC Regional Gatherings in Bristol and London.

Motion 4 – Amendment to range of permitted dates for the AIVC Conference AGM

This motion permits a much wider range of dates to the organising club for the AIVC Conference. This enables the host club to take advantage of cost effective accommodation at Universities and Colleges through the Summer vacation and thereby contain costs.

“39. An Annual General Meeting of the Association shall be held in the period March 15th to 30th April, inclusive, each year.”

With the following wording:

“39. An Annual General Meeting of the Association shall be held in the period March 1st to August 31st, inclusive, each year.”

PROPOSER: Hilary Brown [Chairman, Birmingham IVC].**SECONDER:** John Hall [Southampton IVC].

Hilary Brown [Chairman, Birmingham IVC] said that one reason why the AIVC committee had proposed the following Motion, was because there was no opportunity for this year's AGM to be held at an out-of-town Hotel on the 1st May.

Kim Plaskett [Derby Focus Activities Club] thought that the date range was too large, too far into the school holidays. It may result in a Conference being held just 6 months after the last AGM.

Joan Parkinson [Halifax & Huddersfield IVC] said that if the Motion was agreed to, then the Levy would have to be set for 2015 and 2016.

Brenda Field [Cambridge IVC] told the meeting that her club had offered to host Conference next year. This was relevant to Motion 4 because Cambridge would find it impossible to host the AGM during term-time.

Deena Mogrelia [Bournemouth IVC] asked if the Conference could be held before 15th March?

Hilary Brown [Chairman, Birmingham IVC] replied that it was difficult to get the AIVC Accounts completed before March 1st.

Pete Howe [National Events Officer, Birmingham IVC] said that the motion would allow the AIVC committee and the host club to arrange the conference when they wanted it.

Bob Clifford [National Development Officer, Active Hampshire] said that at the moment 70% of the budget has been spent before the host club has been given permission to spend it. The wider date range may also encourage more clubs to offer to host Conference.

Derek Watson [Essex IVC] said that the date range of the Motion needed to be reduced to 2 months and it would still be achievable to host an AGM. The wide date range could mean that the AGM could be only six months apart.

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Hilary Brown [Chairman, Birmingham IVC] offered an amendment whereby an AGM would be held no less than 9 months after the previous Conference.

Brenda Field [Cambridge IVC] suggested that the date range be between June and August.

Chris Souch [Norwich & Norfolk IVC] thought that this date range may clash with clubs summer parties. He questioned whether the dates were just being changed for the benefit of Cambridge.

Des Morrison [London IVC] commented that the wider date range would benefit other clubs as well.

Derek Watson [Essex IVC] questioned if delegates could vote on the amended motion as their club committees would have only discussed the submitted motion.

Des Morrison [London IVC] said that motions could always be subject to amendment at the AGM, and that as long as the amendment was not changing the Motion completely, clubs could still vote on it.

Hilary Brown [Chairman, Birmingham IVC] announced an Amendment to the following Motion wording:

“39. An Annual General Meeting of the Association shall be held in the period March 1st to August 31st, inclusive, each year.”

With the following wording:

“39. An Annual General Meeting of the Association shall be held in the period March 15th to July 15th, inclusive, each year.”

A vote was taken on the amended Motion. **FOR: 50. AGAINST: 2. ABSTENTIONS: 0.**

The Motion was **CARRIED**.

Motion 5 – Amendment to motion submission dates for the AIVC Conference AGM

This motion is required to support motion 4 that permits a much wider range of dates to the organising club for the AIVC Conference. With a much wider range of permitted dates for Conference, it becomes more sensible to require motions to be submitted to the Secretary of the Association by a period of 2 months prior to the first date of the AGM rather than by a fixed calendar date.

The wording below does not appear in the Standing Orders document on the AIVC web site but reflects how it would appear if the document had been updated following a change that was passed at the AIVC Conference in 2011.

Replace the existing wording for Articles 9.3 and 9.4 of the AIVC Standing Orders as follows:

“9.3 If the Constitution is to be amended at an AGM, proposals must be received by the Association Secretary on or before 20th January preceding the AGM. The AIVC Committee may submit motions to amend the Constitution up to and including the date of the AIVC Committee Meeting immediately following this date.”

“9.4 Formal motions to appear on the final agenda of an AGM must be received by the Association's Secretary on or before 20th January. The AIVC Committee may submit

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motions to amend the Constitution up to and including the date of the AIVC Committee Meeting immediately following this date."

With the following wording:

"9.3 If the Constitution is to be amended at the AGM, proposals must be received by the Association Secretary on or before 2 calendar months prior to the first date of the AGM. The AIVC Committee may submit motions to amend the Constitution up to and including the date of the AIVC Committee Meeting immediately following this date"

"9.4 Formal motions to appear on the final agenda of an AGM must be received by the Association's Secretary on or before 2 calendar months prior to the first date of the AGM. The AIVC Committee may submit motions to amend the Constitution up to and including the date of the AIVC Committee Meeting immediately following this date"

PROPOSER: Hilary Brown [Chairman, Birmingham IVC].**SECONDER:** Joan Parkinson [Halifax & Huddersfield IVC].

Bob Clifford [National Development Officer, Active Hampshire] advised clubs to vote for this Motion if they had voted for the last one.

A vote was taken on the Motion and it was passed **UNANIMOUSLY**.

Motion 6 – Open AIVC Committee Meetings to Club Representatives

This motion is to ensure clubs are aware of when and where AIVC Committee meetings are to be held so that they may send representatives to discuss any matters of concern to them with the AIVC Committee. This motion will ensure that AIVC Committee decision making is transparent and encourages clubs to be more involved with the provision of club services with the Association.

Replace the existing wording for Article 11.1 of the AIVC Standing Orders as follows:

"11.1 The Secretary of the Association shall arrange for Officers to meet as necessary."

With the following wording and new clause:

"11.1 The Secretary of the Association shall arrange for Officers to meet as necessary. The Secretary of the Association shall also arrange for the date and venue of these meetings to be notified to clubs"

"11.6 Member clubs may attend Officer meetings subject to confirmation with the Secretary of the Association"

PROPOSER: Hilary Brown [Chairman, Birmingham IVC].**SECONDER:** Janice Marlton [Cambridgeshire IVC].

Derek Watson [Essex IVC] commented that it was essential that the AGM Agenda and Minutes went on the website in good time.

Kim Plaskett [Derby Focus Activities Club] asked what was meant by 'confirmation with the Secretary' within the Motion.

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Hilary Brown [Chairman, Birmingham IVC] said that a letter would need to be written to the Secretary asking for permission to attend the meeting so that the meetings could be properly conducted and a suitable venue arranged for the number attending. If there was an open invitation there could be too many club representatives attending a meeting.

A vote was taken on the Motion and it was passed UNANIMOUSLY.

Motion 7

Nick explained that the object of this motion is to make Clubs include the place of abode in their registers. Some Clubs do not do this. The concern is that a member attending an interclub event is required to account for their conduct and is unable to be traced.

A new Article to be inserted in the Constitution after 5.2.4:

"5.2.4a. The governing body of the Club shall effect reasonable measures to verify the abode of applicants before approving their membership"

PROPOSER: Nick Wilkinson [Merseyside IVC] **SECONDER:** Jackie Hayward [Milton Keynes IVC].

A lot of discussion ensued on this motion. The insurance implications were discussed. Nick explained the dangers that may arise if members were not verified.

Bob Clifford [National Development Officer, Active Hampshire] said that an IVC club having a person's address clarified the issue of a claim against them if an insurance company contacted them.

Barbara Kirkup [Swindon IVC] wanted to know what 'reasonable measures' meant in the Motion, and also what was required to "verify" a person's addresses.

Brenda Field [Cambridge IVC] said that insurers could easily wiggle out of a claim because of the word 'verify', and so suggested substituting the word 'verify' for 'ascertain'.

Nick Wilkinson [Merseyside IVC] said that he would be happy with this change to his Motion.

Teresa Gent [Manchester IVC] commented that all Manchester bulletins are sent out through the post to members' addresses.

Deena Mogrelia [Bournemouth IVC] raised the point that if people joined on-line or came along to club nights they were treated as temporary members.

Ora Sapir [Oxfordshire IVC] commented that prospective members could be asked to complete a form with their address.

Des Morrison [London IVC] advised that although London IVC has membership payment on-line the system verifies the address.

Kim Plaskett [Derby Focus Activities Club] raised the point that, as AIVC is the facilitating body for clubs, then if clubs didn't have this requirement in their constitutions they could face being expelled from the Association if the motion was carried.

Des Morrison [London IVC] commented that this was a major issue to raise in relation to the motion.

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Bob Clifford [National Development Officer, Active Hampshire] replied that clubs would have to change their constitutions if the Motion was carried.

Joan Parkinson [Halifax & Huddersfield IVC] commented that she wouldn't be able to vote on a motion that would require changing their club constitution.

Fred Roberts [North Staffs IVC] suggested that if the motion was carried and adopted by clubs, clubs should also ensure that they had a requirement for members to notify their committee if they changed address.

Derek Watson [Essex IVC] commented that he was surprised that clubs may not be keeping records of address, and was concerned about the effect of this on inter-club events.

Bob Clifford [National Development Officer, Active Hampshire] said that if his Motion failed, then Nick could put a clause in the new AIVC Handbook in the Guidelines section on the website.

A vote was taken on the amended Motion with the word "ascertain" replacing "verify".

FOR: 16 AGAINST: 23 ABSTENTIONS: 15. The Motion FAILED.

SUNDAY

Clubs present:-

Active Hampshire, Birmingham IVC, Bournemouth IVC, Cambridgeshire IVC, Cardiff IVC, Derby Focus Activities Club, Essex IVC, Halifax & Huddersfield IVC, Leeds & Harrogate IVC, Leicestershire IVC, London IVC, Manchester IVC, Merseyside IVC, Milton Keynes IVC, North Staffs IVC, Northamptonshire IVC, Norwich & Norfolk IVC, Oxfordshire IVC, Plymouth IVC, Sheffield IVC, Simply Social [Bristol & Bath], Southampton IVC, Swindon IVC, Tees Valley IVC, Thames Valley IVC, West Surrey IVC, York IVC

Brief Welcome

Hilary Brown [Chairman, Birmingham IVC] welcomed delegates back to the Conference and reminded them about expenses claims. She also reminded delegates about nominations for committee and reiterated what Brenda Field [Cambridgeshire IVC] had said about the rewards of serving on committee.

Hilary then introduced Brenda Field [Cambridgeshire IVC] who gave a short presentation on Cambridgeshire IVC hosting next year's Conference in 2016.

Hilary advised delegates that she had received a request that the theme for the 2016 Conference should be "The Year of Opportunity". Delegates agreed the theme.

Teresa Gent [Manchester IVC] suggested that AIVC could put down a deposit for accommodation before IVC clubs had to pay for it.

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Pam Goodwin [Derby Focus Activities Club] felt that a day conducting all the AIVC business was too heavy.

Ora Sapir [Oxford IVC] said that she would prefer all the AGM business to be dealt with in one day. This would mean that delegates need only stay for one night and would therefore reduce costs.

John Hall [Southampton IVC] suggested a 10.30am start for the main business.

Des Morrison [London IVC] said that the Cambridge location should encourage some of the larger local clubs to attend, and there should therefore be more social involvement.

It was **AGREED** that Cambridgeshire IVC would host the 2016 Conference.

Election of officers

Prior to the election of officers, Nick Wilkinson [Merseyside IVC] gave a short presentation on his view of the role of National Development Officer.

Hilary Brown nominated herself for the post of CHAIRMAN.

Proposer: John Hall [Southampton IVC] Second: Elizabeth Seakins [Birmingham IVC]

Hilary Brown was re-elected as the Chairman.

Bob Clifford nominated himself for the post of TREASURER.

Proposer: Mark Johnson [Norwich & Norfolk IVC] Second: Bob Holness [Leicestershire IVC]

Bob Clifford was elected as the new Treasurer.

Philip Allen nominated himself for the post of SECRETARY.

Proposer: Peter Newham [Leicestershire IVC] Second: Bob Holness [Leicestershire IVC]

Philip Allen was re-elected as the Secretary.

Nick Wilkinson nominated himself for the post of NATIONAL DEVELOPMENT OFFICER.

Proposer: Teresa Gent [Manchester IVC] Second: Jackie Hayward [Milton Keynes IVC]

Nick Wilkinson was elected as the new National Development Officer

Pete Howe nominated himself for the post of NATIONAL EVENTS OFFICER.

Proposer: Derek Watson [Essex IVC] Second: John Hall [Southampton IVC]

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Pete Howe was re-elected as the National Events Officer

Sarah Davis nominated herself for the post of PUBLICITY OFFICER.

Proposer: Jackie Williams [Swindon IVC] Second: Pam Goodwin [Derby Focus Activities Club]

Sarah Davis was re-elected as the Publicity Officer.

Ann Jones nominated herself for the post of NEWS OFFICER.

Proposer: Dave Lawrence [London IVC] Second: Derek Watson [Essex IVC]

Ann Jones was re-elected as the News Officer.

Review of 2014 accounts

Michelle Workman [Treasurer, Norwich & Norfolk IVC] briefly discussed the AIVC accounts for 2014, after which Jayne Holland [Northants IVC] said 'well done' to Michelle for coming substantially under budget.

Michelle went through the Income and Expenditure sheet. Jackie Hayward [Milton Keynes IVC] asked if the Association could earn bank interest on the AIVC bank account? Hilary Brown [Chairman, Birmingham IVC] confirmed that there would need to be substantial deposits in the bank account before interest could be earned on the account. Hilary confirmed that the previous deposit account had been closed by the former Treasurer.

Michelle went through the Balance sheet and Des Morrison [London IVC] said that there was still in excess of 1 year's income on the balance sheet. Michelle said that she was not happy to let the reserves drop any lower. They had reduced this year and now were at £17,543.

Michelle covered the AGM statement and said that AIVC would have earned a nominal income if it had not paid out £20 for each delegate to attend Conference.

Barbara Green [Birmingham IVC] asked if it was worth the Association opening an Individual Savings Account [ISA]? Michelle Workman [Treasurer, Norwich & Norfolk IVC] said that it was not worth having an ISA because a lump sum goes out of the account to pay for the Conference.

Hilary Brown [Chair, Birmingham IVC] pointed out that an ISA account would not be available to us as it is for individual personal savers, not for clubs or organisations.

Ora Sapir [Oxfordshire IVC] argued that by reducing the Levy, the Association could give clubs a rebate. Michelle countered that £17000 was in effect a 'float' and it would be very unwise to reduce it further. It would leave the committee with less money than they would need to pay for debts because £1,500 to £1,600 goes on paying for the AGM.

Vote to approve the accounts.

Proposer: John Hall [Southampton IVC] **Second:** Jayne Holland [Northampton IVC].

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1 The vote was unanimously in favour of accepting the accounts.

2

3 Appointment of auditor

4 Neil Wibberley [West Surrey IVC] was asked if he would act as the AIVC scrutineer again to
5 which he kindly agreed.

6 **Proposer:** Jathan [Thames Valley IVC] **Seconder:** Hazel Lane [York IVC].

7 The vote was unanimous in favour of electing Neil Wibberley as scrutineer.

8

9 2015 budget

10 Michelle Workman [Treasurer, Norwich & Norfolk IVC] pointed out that the majority of costs on the
11 2015 Budget have been paid out on the AGM. These costs will bring us out slightly more
12 than was spent last year.

13 Hilary Brown [Chairman, Birmingham IVC] put the Conference cost at £1600. This was for all the
14 AGM costs and general PA costs. The Proposed Budget was amended so that AGM costs
15 totalled £1,600. This resulted in a deficit of £776.

16 Neil Wibberley [Scrutineer, West Surrey IVC] said that a budget can be run in deficit.

17 Hilary referred to the 2014 AGM when the delegates had wanted spending on regional
18 gatherings to come out of the main budget expenditure.

19 Pete Howe [National Events Officer, Birmingham IVC] said that Hilary and he had visited different
20 clubs around the country. Pete asked if this travelling had been covered in the Budget?

21 Hilary said that she had not claimed a travel allowance off AIVC

22 Derek Watson [Essex IVC] suggested that these travel expenses could be taken out of the
23 'regional meetings' Budget. Derek Watson replied that £5,500 can be taken out of
24 reserves in a 'worst case scenario'.

25 Derek added that money should be put aside for legal advice if it becomes a regular
26 occurrence.

27 Des Morrison [London IVC] said that in most cases, money set aside from the reserves is
28 never spent.

29 Hilary Brown [Chairman, Birmingham IVC] said that only a small sum of money is committed for
30 legal advice at the moment, to pay for the final costs of amending the legal documents and
31 advice.

32 Pete Howe [National Events Officer, Birmingham IVC] said that there may be less legal cases for
33 AIVC to contend with, if clubs adopted the guidelines of the legal documents found on the
34 AIVC website.

35 A **Vote** was taken on the **2015 Budget** which was **unanimously carried**.

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Provisional 2016 Budget

As the date range for holding Conference had been extended, there was a need to consider the budget for 2016. This would also enable the hosts, Cambridgeshire IVC, to have a budget to work to.

Michelle Workman [Treasurer, Norwich & Norfolk IVC] suggested the same Budget for 2016 as it was for 2015.

Bob Clifford [National Development Officer, Active Hampshire] suggested that "Early Bird" discounts could be offered next year to encourage clubs to book early, and it would also enable a fixed sum to be budgeted for.

Barbara Kirkup [Swindon IVC] suggested that the AGM should set the budget but that it is for the Committee and Conference hosts to manage it.

Joan Parkinson [Halifax and Huddersfield IVC] asked if Cambridgeshire felt that they could manage within the budget set.

Brenda Field [Cambridgeshire IVC] answered that they should be able to work within budget.

A **Vote** was taken on the **2016 Budget** which mirrored the 2015 budget. The budget was **approved unanimously**.

General Levy and Insurance Levy

The Gross Levy for 2015 and 2016 was set at £3.50.

The General Levy would be £2.89 and the Insurance Levy £0.61.

Managing Meetup

Hilary Brown [Chairman, Birmingham IVC] asked Jayne Holland [Northants IVC] if she would be prepared to do a short ad-hoc presentation to answer the question:- How does Northants IVC manage meetup? Jayne mentioned a couple of things that Northants do; Firstly, make meetup members feel part of the IVC club immediately. Secondly offer members the option of using PayPal to pay for their membership.

Augusto [West Surrey IVC] asked Jayne how her club retained members? Jayne said that it was through making use of big personalities within the club to make other members feel at home.

Mark Johnson [Norwich IVC] asked if there was a limit on the number of event organisers on meetup? Jayne said that they currently had 115 and hadn't reached the limit.

Introducing Ivy chicken

Sarah Davis [Publicity Officer, Peterborough IVC] said that the inspiration for her 'Ivy chicken' idea had come from a marketing training session that she had attended. The AIVC website and the AIVC facebook page were not interactive and so Sarah thought that 'Ivy' was a way to bring IVC members back to both the website and the facebook page. An IVC club would travel with Ivy and then post these travels on the facebook page. 'Ivy' will then be given to another club member or passed on to another IVC club, so that the toy chicken can continue

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her travels! She had started her journey in Cambridge at Magdalene Bridge, and would return to Cambridge in 2016 for the Conference.

Bob Clifford [National Development Officer, Active Hampshire] confirmed that he had changed the facebook link to an 'open' facebook page so that any IVC member can join up to it.

Sarah Davis confirmed that she had already uploaded photos taken of the Saturday evening meal, onto the facebook page.

AOB

Kim Plaskett [Derby Focus Activities Club] referred to 'local' club events being found on the 'national events' page on Activity Exchange. Kim added that people will end up clicking the 'local events only' button if there are too many local events posted. He asked clubs to please bear in mind how they use Activity Exchange.

Fred Roberts [North Staffs IVC] agreed, and suggested a 35 mile radius would be appropriate.

Pete Howe [National Events Officer, Birmingham IVC] answered that he likes to be inclusive with the page and didn't want to start edit clubs entries.

Jayne Holland [Northants IVC] advised delegates that they can 'tick off' any invites that are not relevant to their particular club.

John Hall [Southampton IVC] suggested that we need to educate clubs on how to properly use it.

Bob Clifford [National Development Officer, Active Hampshire] suggested to delegates that the 'café scientifique.com' business page, as well as the 'sceptics in pubs' webpage, were good things to add to an IVC club's events page in a bulletin. Bob said that there were around 40-45 café scientifique clubs in the country.

Chris Souch [Norwich & Norfolk IVC] said that their club had bought a tablet which they take along to club nights to enable members to enter events directly onto Activity Exchange.

Michelle Workman [Treasurer, Norwich & Norfolk IVC] asked where the regional gatherings were going to be held up to the next AGM? Michelle suggested that there be 4 meetings and that the facebook page be used to publicise them.

Closing remarks

Hilary Brown [Chairman, Birmingham IVC] thanked all the delegates for attending and asked them to assemble on the staircase outside the meeting room for a Conference photograph to be taken of everyone. Hilary was then presented with a bunch of fresh flowers in recognition of all her hard work as the AIVC Chairman and also as the Conference Organiser for 2015.

Brenda Field [Cambridgeshire IVC] concluded by thanking all the Committee and organisers for their hard work.