

**VOLA Consortium Annual General Meeting
Held at 10am on 23 April 2015 at Liverpool Quakers Meeting House**

DRAFT MINUTES – FOR FORMAL AGREEMENT AT 2016 AGM

Agenda Item	Detail
<p>1. Welcome and apologies</p>	<p>Present <u>Trustee members:</u> Helen Barker; Greg Coyne; Claire Dove; Damian France (Chair of Trustee Board); Mark Ord; Helen Stephens; Sally Yeoman.</p> <p><u>Member organisations:</u> Ann Boyce (MPH Training); Claire Cook (Employability Solutions); Charlotte Fazackerley (The Prince's Trust); Christopher Jones (Tomorrow's People); Jackie Kemp-Ellis (3TC); Dave Roberts (Independence Initiative); Roy Williams (Helena Partnerships Ltd.); Stephanie Wright (Sefton and Liverpool Women in Business CIC).</p> <p>Reporting to Stuart McGrory (Consortium Manager & Company Secretary) Lois Perry (VOLA Management Team) Steve Hughes (Greater Merseyside Community Accountancy Service)</p> <p>Apologies Gill Ditchburn (Sefton Education Business Partnership); Paul Feaver (Priority Mgt/Riverside LEC); Karen Livesey (Community Action Wirral); Kate Shone (Forum Housing Association); Angeliki Stogia (Trustee); Angela White (Trustee).</p> <p>DF, Chair of Trustee Board welcomed those present and thanked them for their attendance and continued support for the consortium.</p>
<p>2. Annual Report and Accounts</p>	<p>2.1 DF thanked Steve Hughes, Accountant, for producing the Annual Report and Accounts in such a tight time frame.</p> <p>2.2 DF:</p> <ul style="list-style-type: none"> a) Summarised the 'activities & performance report' and 'future plans' sections from the annual report. b) Summarised the annual financial accounts, as circulated, and invited any questions from the membership. No questions were raised. c) Noted the healthy financial surplus but further noted that this was committed to current delivery contracts that run into the 2015/16 financial year. d) Suggested that the coming year would be a pivotal one in the consortium's development and suggested that VOLA's future looked exciting. <p>2.3 The annual report and accounts were proposed by Chris Jones (Tomorrow's People), seconded by Helen Barker (Trustee) and unanimously passed in favour by all present.</p>
<p>3. Appointment of Accountants and Independent Examiner</p>	<p>3.1 It was unanimously agreed to retain the services of Greater Merseyside Community Accountancy Service as VOLA Consortium's accountants and independent financial examiner.</p> <p>3.2 The appointment of accountants/ independent financial examiner was proposed by Sally Yeoman (Trustee), seconded by Greg Coyne (Trustee) and unanimously passed in favour by all present.</p>

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4. Election to Board of Trustees	<p>4.1 It was noted that one third of the Trustees have to retire from office at each AGM. This year the following trustees have stood down.</p> <p>Claire Dove: retiring from office, not seeking re-election. Angeliki Stogia: retiring from office, not seeking re-election. Sally Yeoman: standing for re-election due to only two new Trustee nominations being received.</p> <p>4.2 DF thanked Claire Dove and Angeliki Stogia for all their help and support over the years and more recently in their roles as Trustees of the charity.</p> <p>4.3 Two Trustee nominations had been received by the 8th April deadline.</p> <ol style="list-style-type: none"> 1) Stephanie Wright – nominated by Darren Merrit of Sefton and Liverpool Women in Business CIC 2) Dave Roberts – nominated by Jim Brett of Independence Initiative. <p>4.4 Both nominees were unanimously elected as Trustees of VOLA Consortium.</p> <p>4.5 SM noted that SW and DR bring a wealth of knowledge and experience of the criminal justice sector, a priority development area for VOLA Consortium over the coming years.</p>
5. Appointment of Patron – Claire Dove, OBE, DL	<p>5.1 Claire Dove was proposed as the first patron of VOLA Consortium.</p> <p>5.2 Proposed by Helen Stephens (Trustee), seconded by Greg Coyne (Trustee) and unanimously passed in favour by all present.</p> <p>5.3 Claire congratulated VOLA on its progress and success over the years to its current position as an independent registered charity and pledged her continued support and furtherance of the consortium.</p>
6. Chairman's Statement	<p>6.1 DF, on behalf of the Trustees and members, thanked Stuart McGrory, Nicky Crosby, Emma Latham and Lois Perry for their professionalism and commitment to making VOLA Consortium a success.</p>
7. Date of Next Meeting	<p>7.1 Date, time and location of next AGM to be arranged.</p>