

Minutes of John Bellany Day Centre Board of Trustees Meeting

Annual General Meeting

Wednesday 15th August 2018 at 7.00 p.m. in the John Bellany day Centre

Welcome: The Chairperson welcomed those present at the meeting and thanked them for coming. He then informed everyone of the sad and untimely death of one of our trustees – Moira Campbell (I.T. & Marketing)

Present: David Ferrier (Chairperson), Christine Thomson (Minute Secretary), Shelly Turnbull (H.R. & Training), Frances Cunningham (Contracts manager).

Invited to Attend: Anne Mercer (Centre Manager), Mary Ferrier (Financial Adviser to Board)

Apologies: none

Minutes of previous A.G.M. August 2017:

Proposed: Shelly Turnbull **Seconded:** Frances Cunningham

Matters arising from Minutes: None

Financial Report: Full copies provided for Trustees, abbreviated copies for attendees (full copies available on request)

- M.F – income to end March '18 - £170,660, expenditure - £149,903
- Funds to end March '18 - £66,850
- donations - £12,625

Proposed: Christine Thomson **Seconded:** Frances Cunningham

M.F. - Accounting fees up by £400 – firm now doing all financial jobs including salaries and pensions

F.C. – Insurance costs reduced by about £600. Need to wait till next year to review electricity contract

We are still required to have a minimum contingency fund of 3 months wages/pensions.

Chairperson's Comments: The move from RBS to Clydesdale re internet banking was working well. It seemed to be a more efficient system for running the Centre.

Targets re financial year:

- Painting – lounge area, hallway, toilet area, dining area – all completed
- Patio – awning, fencing (secure area) – ongoing
- Kitchen – looking to do it ourselves

Manager's Report: Full copy presented at meeting.

Change in clientele – more complex needs requiring 1-1 care.

- Grants secured from various sources: CORA Foundation, CALA Homes, Co-op Community Fund.
- A.M thanked staff and volunteers for their hard and dedicated work.
- Fundraising – our committee of fundraisers disbanded this year due to illness and other commitments.
- Training – A.M. commented on level of training undertaken by staff to maintain and improve skills required to meet the increasing needs of clients.
- Outings/Events – The clients continue to enjoy a wide range of activities in house and around the wider community.
- Refurbishment – Clients have been involved in the decision making with regard to the refurbishments which have taken place.
- Community Support – money from Co-op community fund contributed towards the refurbishment which has taken place. Support of community has increased financially and in body.
- Children from local nursery have been attending on Wednesday mornings for breakfast, activities and games with the clients. This has been a great success.

Our links with Longniddry have increased thanks to Frances Cunningham. Some of our clients come from Longniddry and we are conscious that with all the new building taking place in and around the area there will be an increase in the elderly population.

We are required to fill 90 places per week. The daily charge is £25. Difficulty of care needs has increased and not always possible to fill all the places every day.

F.C. – Aging well/Living well – launch in Longniddry, date still to be confirmed.

A Dementia friendly room has been set up at Longniddry Church.

There were no questions from the those attending.

Date of Next Meeting: Aug '19 (exact date to be arranged)

The meeting finished at 7.45 p.m.