



# PAWS FOR THOUGHT

The Dog A.I.D. Magazine

AGM SPECIAL REPORT SUMMER 2018

Meet the Team

Paws for Coffee  
with Sandra Fraser

Treasurer's Report

AGM Minutes

Training pet dogs to assist ability



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 100% British  
Meats

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 No Preservatives,  
Fillers or Grains

 Human Grade  
Ingredients

# Welcome to the Summer AGM 2018 Newsletter.

## In this issue you will find a roundup of the day at the AGM, including minutes from the meeting, Treasurer's report plus some great photos from the day.

If there's anything you think could be included in our next newsletter, please get in touch.

Until next time...

## MEET THE TEAM 2018/2019 Trustee Board



**Left to Right:**  
Caroline Lewis  
Pauline Thompson  
Sandra Fraser  
Isobel Michael  
Peta Brandwood

**Left to Right:**  
Margaret Russell  
Maggie Furmanek  
Lillie Abbott  
Amanda Devlin  
Stephen Jordan

## A TASTY TREAT FOR ALL

### At the AGM

Relatively new to Dog A.I.D., this was my first AGM and I found the 'business side' informative and useful then the demonstrations by Lesley from 2 WAGGY TAILS were very enjoyable.

Lesley clearly knows her products, her audience, she was prepared, her case was packed with products that were in date and stored correctly. Lesley acted every part the professional that she is, she came equipped with floor covering, small pots for the powders and oils, water to mix the products if required.

It was a great way of introducing and showcasing in a quick layman's terms how using a holistic approach to canine care can benefit the dogs and their owners, this could be because I use complimentary therapies with my own dogs and it was nice to see other forward thinkers and doers within the canine industry working their magic to an enlightened audience.

It was great to see Lesley work with each dog; they were fully immersed in the task in front of them, when they were working together it appeared to be only the dog and Lesley in the room, the dog was not rushed in any way and was allowed

to progress at their own pace during their allocated time slot, the owners could see and hear what was going on and see their dogs speak in silent communication with Lesley.

The dogs chose what they needed and Lesley explained what the dogs were choosing and in her opinion why they chose the herbs they did. Lesley mentioned the safety aspects of using the products and had some packs on sale with an information sheet enclosed.

The only down side to the demonstration was that the dogs were not given enough time to fully explore their requirements due to the time constraints. Lesley did explain to the audience that she would normally do a full consultation, take time to hear what the owner was saying and listen to and watch the dog she was working with allowing the dog to take his/her time with the products.

On the whole it was a lovely informative demonstration given in a clear concise manner by a passionate, professional, lovey person who clearly loves what she does and she does it so well I would recommend using Lesley for workshops and what a way to fundraise at the same time.

**Christine Meaney is an Accredited Instructor, Canine Psychologist and Behaviourist.**

# PAWS FOR COFFEE



## with Chair Sandra Fraser

This year has truly been a year of growth. Those 'acorns' planted 25 years ago have become a sturdy and well rooted tree with outstretched branches.

### The Office

Where the roots are tended and the tree cared for!

This year we have employed 2 part time ladies replacing those that left last year. Sam and Charlie have already shown their dedication to their positions. This brings the team up to 4.

All 4 work diligently to support the charity in their individual roles and I thank them for all their hard work.

We have been fortunate enough to have recruited our first full time employee! Mike McDonald our Manager of Operations comes with a whole wealth of charity knowledge and a real 'can do' attitude. A previous CEO with a Health and Social Care charity with a Turnover in excess of £3M, he has been Mayor and Deputy Mayor of Whitchurch Town Council (Shropshire), and he has a MA in Hospice Leadership and is currently studying for a PHD in Health Policy and Governance at Keele University. He has really made his presence felt by partnering the charity to the Disability Confident programme, registered the organisation with the Fundraising Regulator to demonstrate a commitment to best practice and compliance alongside making the office team stronger. His promotion of the charity since he started has been consistent and infectious. He has given stability to the charity and enabled a step change to the next level with his professional attitude, helping us become fit for the future.

### Trainers and Assessors

The 'sap' by which the tree is nourished!

Without them we could not achieve our goals, their time is very valuable in many ways, their 'in kind' hours equate to an amazing financial benefit, which Maggie has put in her treasurer's report. I know how much our clients appreciate what they give to the charity. Through their efforts we have supported 113 clients in training and have another 25 in the application stage. Nine teams have already qualified this year bringing our total to 81. Thank you one and all.

### Sponsors and Partners

Bringing the nutrients that growth needs!

We are grateful that Natural Instinct continues to support the charity through sponsoring the newsletter, food discounts for clients, subsidised corporate dog jackets and clothing for trainers.

Protraining continue to make their first aid courses for dogs available to all our clients and trainers. They have also offered to work further with the charity on training videos.

We hope to add to our partners over the coming year.

### Crufts

An opportunity to display our foliage!

Each year we improve on the previous year and this was no exception. The dedicated clients who gave wonderful demonstrations and the trainers, Trustee and office staff who supported the stand all deserve a huge well done and thank you. This is a very tiring event over 4 days, next year we will work towards having more teams there to spread the load and promote the work that the charity does.

Celebrating the successful completion of 25 years of helping clients was marked with afternoon tea at the officer's mess at RAF Shawbury. Invited guests such as the Mayor Jayne McKenzie and the Vice Lord Lieutenant of Shropshire, Mark Cuthbert Brown plus friends and acquaintances were treated to a great demonstration by Deborah Cornwall with Dillon and a very candid talk by Chloe Fuller which left the audience feeling very emotional. All this, before enjoying tea, and an opportunity to speak to other teams that had attended, Vivienne Sleightholm, Tony McCabe, Chris Evans, and Caroline Lewis.

## PAWS FOR COFFEE

Thanks to Kate and Sam for all the hard work they put into the day to make it such a great success.

Thank you to Shrewsbury High School who provided a quartet for the musical entertainment; and a huge Thank You to all at RAF Shawbury who made the day possible and made us feel so welcome.

Fundraising and Events - acting like the much needed rain that promotes growth!

There is always a steady trickle of events going on around the country, big shows, small fetes, coffee mornings and strawberry teas. Thank you to all who organise and take part.

### Newsletter

Planting the seed!

Lynn Stacey is standing down as editor, thank you so much Lynn for the years you have given to making our newsletter full of enjoyable reading.

Our new Editor Alice Marshal, will be putting the next one together right after the AGM, I look forward to seeing how she brings her own personality to the charity news.

Thank you to our Patron Roger Jefcoate who is constant in his tending of the charity. He promotes growth by introducing the charity to many interested people who come along to our workshops. The visitors never cease to be amazed at the benefits that the dogs bring to our clients.

With the mention of workshops, I must thank Peta Brandwood for her great support at these events; she does a sterling job, as do the other tutors who give their time to add this extra support during training.

### Trustees

Tending the tree for future growth (or are they the nuts)!

Thank you all for keeping the charity on the right path over the last year and for agreeing to maintain a presence on the board for another term, this will add to the continuity and give us time to write the next chapter. Special thanks to Margaret who spent a lot of time on getting the CIO in order. Thanks to Maggie, not only has she got us financially stable, she helped me with the recruitment of Mike; she brought a much needed professional presence to the proceedings.

For the first time we have more applicants to become trustees than there are spaces, so we have put it out to members to vote on who they think would make a good trustee and bring skills to the board and strengthen our governance. I look forward to seeing who will be joining us.

### Future Strategy

The Fruits of our Labour

Our business plan put together in 2014 covering 5 years has been very successful in keeping us on track; we have covered all our milestones to date.

The Executive Summary was headed "Enable, Expand and Explore"

We have continued to 'Enable' people to take part in our scheme and provide training where possible.

We 'Expanded' by increasing the numbers of trainers, trustees, employees and acquiring a Patron.

Our final stage at that time, our long term view, was 'Explore'.

### The Future

Oak trees grow slowly as they have to be around for a long time!

We have 'Explored' how we can deliver more training to a greater number of people, whilst maintaining our current service. We plan to run a pilot scheme very soon that will show that a residential intensive course will help to benefit more people. These will primarily be for people from areas where we are not able to recruit trainers, places such as Cornwall, Scotland and other areas around the UK. Once we have established this additional way of training we can then look towards acquiring our own residential centre.

We have already shown that we have longevity, our roots are well established. We now need to work on the shape.

I am establishing two subcommittees, as part of a strategic approach to Governance and scrutiny, 'Income Generation and Finance' and 'Service Delivery and Development'. This will not only spread the load but give support to the trustees and take the charity forward.

I also want to introduce this year a further theme, 'Engagement', whereby we have adopted an integrated approach to the promotion of the charity externally through print, web and social channels and have already experienced uplift in interaction with local communities throughout the UK. This will undoubtedly have a significant impact on future income generation and growth.

However, we recognise that our strength and future growth is dependent on the enthusiasm and commitment of our trainers, clients and supporters, for that I thank you.



# TRAINER WORKSHOP

6th & 7th October 2018

For new and existing trainers and their own dogs, limited places for those bringing dogs. Trainers without dogs are also welcome.

So that you can try to fulfil your commitment with Dog A.I.D. to attend at least one workshop over a two year period, the charity are now in a position to subsidise the accommodation, breakfast and lunch and as a gesture of goodwill we also offer travelling at 20p per mile to go towards fuel.

## Could you become an assessor?

### What is required?

Each trainer workshop format remains the same with small additions after trainer feedback; these workshops are invaluable as we rely on input from trainers with experience. So attending more than one is possible.

**Book now so you do not miss this event, contact Sam at [admin@dogaid.org.uk](mailto:admin@dogaid.org.uk)**

## KEEP IN TOUCH!

Please remember to keep your details up to date

 [admin@dogaid.org.uk](mailto:admin@dogaid.org.uk)

 **01743588469**

 [dogaid.org.uk](http://dogaid.org.uk)



Earlyworld House, 7 Darwin Court,  
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Registered Charity in England and Wales with Registered Number 1178719



## Saturday 6th Oct

Preparing your client for each assessment

### In their shoes

Practical session with dogs and props

### Conflict resolution!

How teams/trainers can work better together.

### Assessment process.

When is the team ready?

### A closer look at task work.

Practical session

## Sunday 7th Oct

### Client wellbeing and trainer coping strategies

Delivered by Niki Simbani from Keele University

### Level 2, the hardest assessment!

A look at what makes this difficult for teams and trainers.



## Get Social @DogAid

Please contact [mike@dogaid.org.uk](mailto:mike@dogaid.org.uk) with suggestions for future Newsletters!

# TREASURER'S REPORT

for the year ended 30.6.18

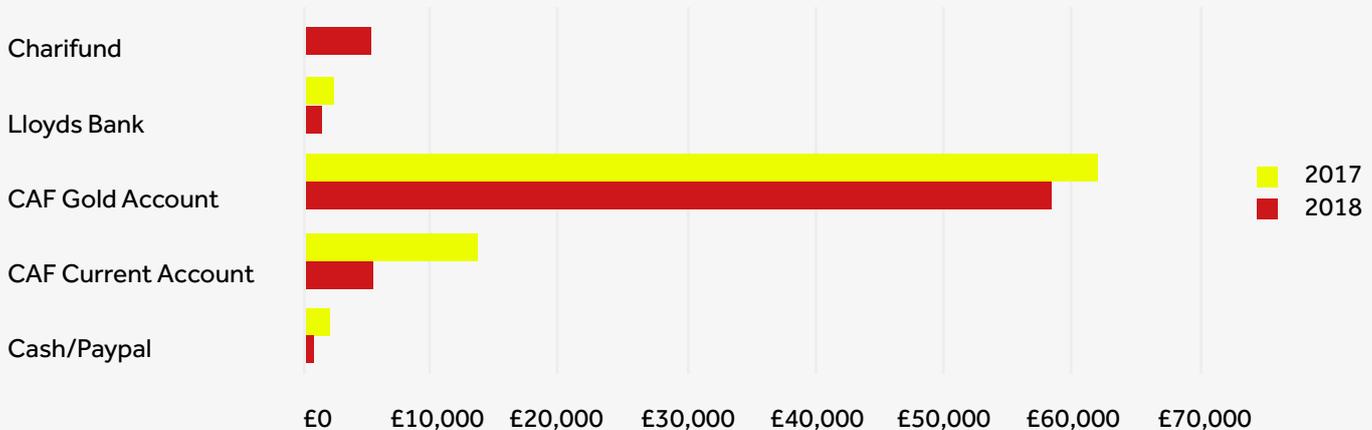
**Maggie Furmanek, Treasurer**

During the year ended 30.6.18 the charity **generated a deficit of £8,756**

Income for the year **increased by £1,215** and expenditure **increased by £32,377**

As at 30.6.18 our funds available were £69,996. These can be broken down as

	<b>2018</b>	<b>2017</b>
CASH/PAYPAL	£643	£1,825
CAF CURRENT ACCOUNT	£5,096	£13,380
CAF GOLD ACCOUNT	£57,954	£61,384
LLOYDS BANK	£1,303	£2,163
CHARIFUND	£5,000	-
<b>TOTAL</b>	<b>£69,996</b>	<b>£78,752</b>



This year we invested £5,000 into Charifund units to enable us to gain a higher investment return than the bank accounts. It is intended to increase this investment in the year ended 30th June 2019. We planned that the year ended 30th June 2018 would probably be a deficit as GDPR took the focus off fundraising for part of the year, however this is now reaching improved levels.

An immense thank you to all our donors – together, **grants and donations totalled £76,404.**  
Donations and grants over £2,000:

**Thomas J Horne Memorial Trust; £3,000**

**Childwick Trust; £10,000**

**Masonic Charitable Foundation; £4,950**

**Mr & Mrs Wilson; £5,000**

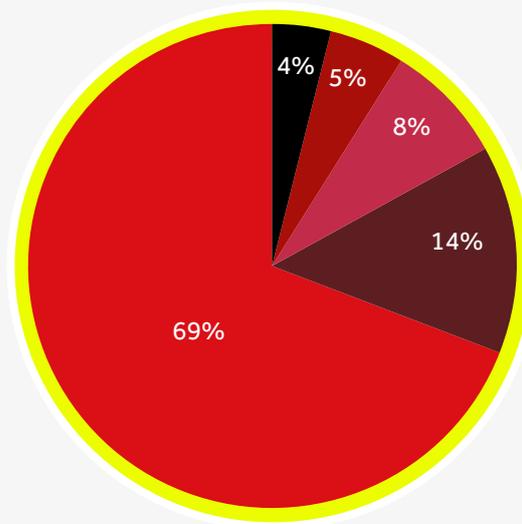
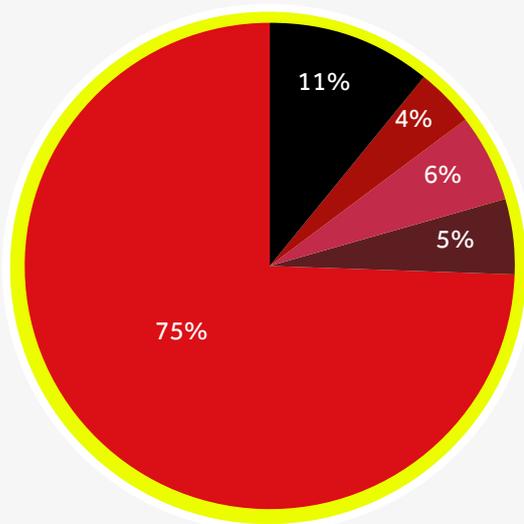
**Ostacchini Family Charitable Trust; £10,430**

**Roger & Jean Jefcoate Trust; £12,000**

**Natural Instinct; £3,506**

## Income 2018

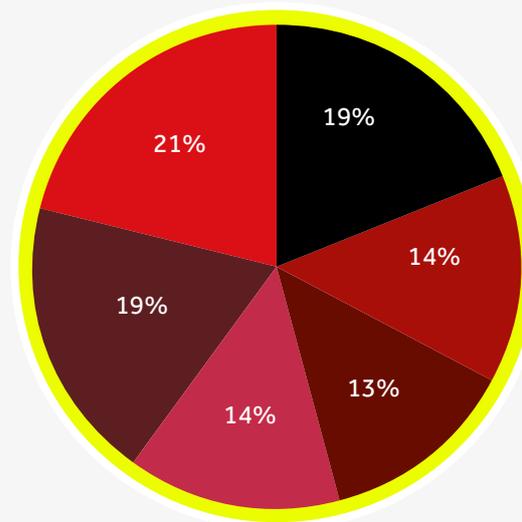
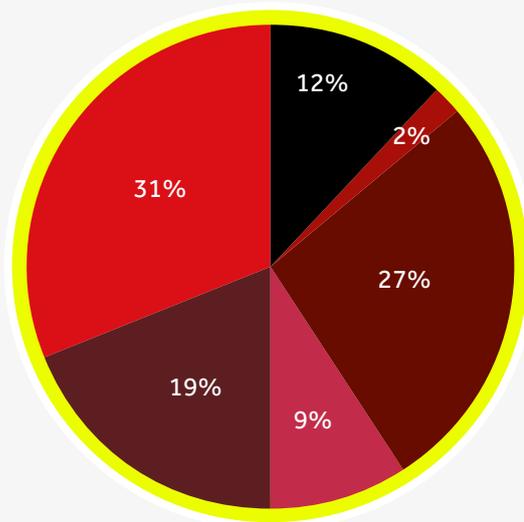
## Income 2017



- Sale of Stock
- Events
- Grants/Donations
- Fundraising
- Memberships
- Other

## Expenditure 2018

## Expenditure 2017



- Stock
- Trainer Expenses/Workshops
- Employment Costs
- Office Rent/Insurance/Admin
- Events/PR
- Other Office Costs

Our employment costs have increased as the Charity continues to grow. We have employed our first full time employee, the Operations Manager who will help drive us forward, increase our profile and strengthen the charity. As we become more professional we have incurred cost from Citation to help us manage our Human Resources and Health and Safety practices. We received a grant of £10,430 for IT equipment which was spent within the year.

We have been able to use our resources to further increase our number of trainers and clients

	<u>2018</u>	<u>2017</u>
FULLY QUALIFIED ASSISTANCE DOGS	79	75
CLIENTS IN TRAINING	113	89
CLIENTS IN THE APPLICATION STAGE	18	19
TRAINERS	92	91



We are so very appreciative of all our wonderful volunteers. In the year to 30th June 2018, we estimate that the value of all your time you give us, which we gratefully receive, to be approximately £830,000, an increase over the previous year which was £750,000. You are amazing.

# MINUTES

## of the Annual General Meeting Dog Assistance in Disability



Meeting opened 1.12pm by outgoing Chair, Sandra Fraser, who also noted that the meeting was the final AGM of Charity Registration Number 1098619 and the first of Charity Registration Number 1178719 following adoption of Charitable Incorporated Organisation status.

### 1. Attendance

Sandra Fraser welcomed everyone and reminded members to sign the meeting register to confirm attendance.

### 2. Apologies

Apologies for Absence were acknowledged as those members who had submitted written notification and/or appointed proxy representation.

### 3. Notice

The Notice of the Meeting, as published on 18th May 2018, was taken as read.

### 4. Minutes of AGM 29th July 2017 / Matters Arising

Members were invited to comment on the Minutes of the AGM dated 29th July 2017. No comments made.

Therefore, it was unanimously RESOLVED that the Minutes of the Charity's AGM, dated 29th July 2017, be hereby received and adopted (Proposer Marye Arnett-Clark;

Seconder Carolyn Greenhalgh). The minutes were signed by the Chair and entered in the Charity's Minute Book.

### 5. Chair's Report Year Ending 30th June 2018

**It was unanimously RESOLVED that the Chair's Report, year ending 30th June 2018 be hereby received and noted (Proposer Emma Frith; Seconder Vivienne Sleightholm).**

See page 3

### 6. Treasurer's Report – Year Ending 30th June 2018

See page 6

Maggie Furmanek added that a continued focus of the charity was an increase in Income Generation and also highlighted the "Value of Volunteers", which featured in her report. Furmanek also thanked Charlotte Evans and Caroline Lewis for their continued help with the charity's finance function. Sandra Fraser thanked Maggie Furmanek for her continued commitment to the organisation. The Trustees will accept the 'final' accounts for RCN 1098619 once independently inspected and transfer all assets and liabilities to RCN 1178719.

**It was unanimously RESOLVED that the Treasurer's Report, year ending 30th June 2018 be hereby received and noted (Proposer Louise Downing; Seconder Emma Frith).**

### 7. Election of Trustees

Sandra Fraser handed over chairmanship of this section of the AGM to secretary MR.

Belinda Williams questioned the election process and it was confirmed that the options offered to members and the election process was constitutionally sound in Governance terms.

Margaret Russell referred to the notice of the meeting, circulated on 18th May 2018 and subsequent correspondence issued to members regarding the appointment of a Member Proxy / Submission of Proxy Votes.

Belinda Williams also stated husband Edward Williams had been unable to access the voting site prior to the deadline given the 'short time' given to submit proxy votes. Mike McDonald confirmed that the notice was issued to members on 6th July in accordance with the Charity Constitution, with a deadline of 20th July and that Edward had accessed the online voting portal at 6.27pm on 19th July 2018 (IP 213.205.242.208) and had 'skipped' all voting options.

Margaret Russell also asked members to note that all Trustees retire at this meeting, with nine offering themselves for re-appointment. Consequently, Members faced two options:

a. Block Appointment of Members offering themselves for re-election with a ballot for the remaining Trustee vacancy from 5 available candidates



b. Ballot for 10 Trustees from 14 available candidates

**It was RESOLVED that option 'a' be adopted (Proposer Deborah Cornwall; Seconder Louise Downing):**

**Votes for Option A:**  
35 (including Proxy, 19)

**Votes for Option B:**  
6 (including Proxy, 0)

**Abstentions:** 1 (including Proxy, 0)

Sandra Fraser read the brief biographical statement from each candidate, previously circulated to Members on 6th July 2018 (which was also publicised on the 'Member Only' Facebook Group on several occasions to encourage participation in the election process). Stuart Mann asked the Chair that his candidacy be withdrawn, which was noted. Therefore, a ballot was held of four remaining candidates for the one remaining Trustee vacancy.

Mike McDonald asked that Belinda Williams be allowed to telephone her husband to allow his vote to be counted, under the circumstances, which was agreed.

**Votes Received:**

**Lillie Abbott:**  
32 (including Proxy, 14)

**Burnadette Clutton:**  
2 (including Proxy, 2)

**Caroline Edwards:**  
6 (including Proxy 2)

**Belinda Williams:**  
3 (including Proxy 3)

**It was RESOLVED that LILLIE ABBOTT be appointed to the Trustee Board and was invited to complete the organisation's "Trustee Declaration" (Proposed Sandra Fraser; Seconder Maggie Furmanek).**

## 8. Election of Officers

It was unanimously RESOLVED that SANDRA FRASER be re-appointed CHAIR of the Charity's Trustee Board for the forthcoming year (Proposer: Margaret Russell; Seconder: Caroline Edwards).

Sandra Fraser continued in the Chair following her re-appointment.

**It was further unanimously RESOLVED that MAGGIE FURMANEK be re-appointed TREASURER of the Charity for the forthcoming year (Proposer: Sandra Fraser; Seconder: Marye Arnett-Clark).**

**It was further unanimously RESOLVED that MARGARET RUSSELL be re-appointed SECRETARY of the Charity for the forthcoming year (Proposer: Sandra Fraser; Seconder: Emma Frith).**

## 9. Any Other Business

### a. Insurances

Margaret Russell asked Members to note that renewed focus regarding approaches to Insurance Companies will be progressed as soon as possible following a 'false start' earlier in the year. Correspondence will be issued to Members when appropriate.

### b. Ruth Spurr

It was noted that Ruth was currently unwell in Intensive Care, however is making progress. The Trustees wished her a speedy recovery on behalf of the Charity and noted that Louise Downing was arranging a card, to which members were welcome to submit their own emailed good wishes.

### c. 2019 Calendar for Dog A.I.D.

Deborah Cornwall encouraged Members to purchase a 2019 Calendar, which will be available shortly. They can be purchased directly and will also feature on the Dog A.I.D. online 'Shop' shortly.

There being no further business the meeting closed at 2.10pm and The Chair thanked everyone for their participation.

# AGM GALLERY





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## HOW YOU CAN HELP

You could also send us a **regular monthly donation**, tax efficiently through a payroll giving scheme in most circumstances or even help us by volunteering at many events we attend throughout the year, up and down the country.

You will find more details of these and other ways you can help us on our website



[dogaid.org.uk](http://dogaid.org.uk)

**amazon**smile  
You shop. Amazon gives.

You shop, Amazon gives – search for **Dog Assistance in Disability** at [smile.amazon.uk](http://smile.amazon.uk) and it doesn't cost you a penny!

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50p in every £1 you spend is donated to us! Win up to £25,000 supporting the cause you care about.

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**Give as you Live®**  
Visit [giveasyoulive.com/join/dogaid](http://giveasyoulive.com/join/dogaid) to donate as you shop at no extra cost!

**Assistance in Disability Dog A.I.D.**  
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**WALK, RUN, CYCLE, CLIMB ...**  
**TAKE ON THE CHALLENGE OF A LIFETIME**  
**GLOBAL ADVENTURE CHALLENGES**  
[globaladventurechallenges.com](http://globaladventurechallenges.com)

Edited by Alice Marshall

