

At the EIGHTH AGM of **LEISURE & CULTURE DUNDEE** held at Dundee on 13th November, 2019.

Present:-

MEMBERS

Dundee City Council (Kenny McKAIG – authorised representative)
Dundee City Council Nominees Ltd (Stewart MURDOCH and Greg COLGAN – Directors)

BOARD

Sinclair AITKEN
Stewart MAXWELL
George LAIDLAW
Ian MATHERS
Moirra METHVEN
Stewart MURDOCH
Will DAWSON
Christina ROBERTS
Michael MARRA
Greg COLGAN
Stuart CROSS
Anna DAY
Louis LEE
Nasreen MOHAMMED

IN ATTENDANCE

Judy DOBBIE, Head of Information & Library Services
Paul HENEHAN, Head of Support Services
Billy GARTLEY, Head of Cultural Services
Kevin McGINLEY, Marketing & Communications Team

Apologies for absence were intimated from David MARTIN, John ALEXANDER, Graham WARK and Roger MENNIE.

Sinclair AITKEN, Chair, Leisure & Culture Dundee, in the Chair.

I WELCOME

The Chair welcomed those present to the meeting and apologies for absence were noted.

II MINUTES

The minutes of the seventh Annual General Meeting held on 14th November, 2018 were submitted and accepted as a correct record.

III MATTERS ARISING

There were no matters arising.

IV CHAIRPERSON'S REPORT

The Chair spoke to the Annual Report and invited the Service Heads present to highlight key aspects of the year. Thereafter, the Chair paid tribute to the Management Team and their staff, with special thanks to the trustees, for their dedication, enthusiasm commitment and professionalism, all of which contributed to the ongoing success of the organisation.

V ANNUAL REPORT AND ACCOUNTS 2018/2019

The accounts of the Trust for the year to 31st March, 2019, together with the reports of the Trustees and Auditors had been circulated. David Taylor, External Auditor, spoke to the accounts which showed a trading loss of £44,726. Unrestricted funds totalled £833,165 which, following deduction of the approved reserve fund and agreed commitments, gave an available balance of £108,165.

Leisure & Culture Dundee – Statement of Reserves as at 31st March, 2019

Restricted Funds	£936,799
Designated Funds – Capitalised Assets	£266,438
Designated Funds – Specific Allocations	£336,975*
Unrestricted Funds – Reserve Policy	£725,000
Unrestricted Funds – Unallocated	£108,165
	<u>£237,377</u>

* £250,000 allocation for Broughty Ferry Library to be moved back into unrestricted funds during 2019/20 to cover L&CD budget deficit.

The Board gave due consideration to the accounts and noted that the Board, at its meeting on 2nd October, 2019, had formally approved the Report and Financial Statements for the year to 31st March, 2019.

Thereafter, the Board noted that a tendering process was under way regarding the appointment of Auditors and that the Board would be asked to approved this appointment at an EGM in 2020.

VI TRUSTEES – RETIRALS/RE-APPOINTMENTS

The Board noted and agreed the undernoted retirements/resignations/appointments.

- (i) **Retiring from Office with effect from 31st December, 2019:**
 - Stewart Murdoch, Council Appointed Trustee and Managing Director - retiring from post on 31st December, 2019.
- (ii) **R-appointment:**
 - The Board agreed to exercise clause 66 of the Leisure & Culture Dundee Constitution to enable the re-appointment of Ian Mathers for a further term.
- (iii) **Resignations from Office:**

The Board noted the following resignations:

- Caroline Docherty, Independent Trustee – 5th June, 2019
- Gillian Easson, Independent Trustee - 5th June, 2019
- Stewart Maxwell, Independent Trustee - 13th November, 2019

- (iv) **New Appointments:**

The Board noted the following new appointments:

- Judie Dobbie would take up the post of Acting Managing Director, with effect from 1st December, 2019 and for the first month will work twin track with Stewart Murdoch. Judy would then take up post fully as Acting Managing Director and Council Appointed Trustee with effect from 1st January, 2020.
- Stuart Cross, Independent Trustee - 24th June, 2019
- Anna Day, Independent Trustee – 24th June, 2019
- Nasreen Mohammed, Independent Trustee – 13th November, 2019

(v) **Co-Opted Trustees:**

The Board agreed the appointment of:

- Louis Lee, Independent Trustee, for a second year's term until November, 2020 – 24th June, 2019

(vi) **Other Co-optees:**

At its meeting on 24th June, 2019, Dundee City Council agreed that the following nominated candidates would be appointed to the Board of Leisure & Culture Dundee as non-voting co-optees in the first instance and would be invited to support the work of a sub-committee or theme..

- Sue Moody – 13th November, 2019
- Joanne Scobie – 13th November, 2019

VIII CLOSE OF MEETING

The Chair thanked all those present for their attendance and the meeting closed.

Sinclair AITKEN, Chair.