



## **PRIVATE AND CONFIDENTIAL**

### **MINUTES OF THE 22nd ANNUAL GENERAL MEETING**

**Held virtually on 4<sup>th</sup> October 2021 by Zoom**

**at 4.00 pm**

#### **PRESENT**

Sue Wilford (Chair)  
Ruth Cuthbert (Retiring Vice Chair)  
Vivian Bush (Treasurer)  
Richard Broughton (Trustee)  
Keval Dattani (Trustee)  
Alison McClune (Trustee)  
Aishah Fazlanie (Trustee)  
Daniel Ehrlich (Trustee)  
Tushar Majithia (incoming Trustee)  
Lynne Brown (Administrative Secretary)

Adam Sampson (AOP)  
Ian Humphreys (College)

**1. Apologies for Absence:**

Apologies were received from Francesca Marchetti.

**2. Chair's Address:**

In her address, Sue Wilford reminded those present of the background and purpose of the joint College/AOP Benevolent Fund. The presentation is available as a separate document but the main topics included:

- Trustees appointed by College and AOP
- The Aims of the BenFund
- Keeping people in the optometric profession
- Volume of enquiries including during the Covid epidemic
- Changes to processes to deal with Covid-related enquiries including virtual visits to applicants
- Who the BenFund helped
- How the BenFund helped e.g. payment of professional subscriptions, grants to ease severe financial problems, counselling fees, childcare expenses, utility bills.

- Who is eligible and who can apply
- Where donations come from and the fund's financial position
- Objectives for the coming year
- The role of Trustees, who is retiring and introduction to new Trustee
- How members of the profession can help – e.g. raise awareness, identify new beneficiaries, donate
- Thanks to Trustees, members of the profession who donate via the College and AOP, individuals who donate or leave legacies, our partner organisations and Administrative Secretary.

**3. Minutes:**

The meeting received and approved the Minutes of the 21st Annual General Meeting, held on 4<sup>th</sup> November 2020. (Proposed by Richard Broughton, seconded by Ian Humphreys.)

**4. Financial Statements and Treasurer's Report:**

The meeting received and approved the Financial Statements and Treasurer's Report for the year ended 30th September 2020.

**5. Trustees:**

The meeting noted formally that Ruth Cuthbert (AOP) retired, by rotation, as a Trustee. Tushar Majithia has been nominated by the AOP. Ms Francesca Marchetti (AOP), Mr Daniel Ehrlich (College) and Mr Keval Dattani (College) have been re-nominated for further 3-year terms.

The Trustees for the coming year are: Vivian Bush (who takes over as Chair) Keval Dattani (Treasurer), Sue Wilford (who retires as Chair but remains on the Board), Richard Broughton, Alison McClune, Francesca Marchetti, Daniel Ehrlich, Aishah Fazlanie, Manbir Nagra and Tushar Majithia.

There were many expressions of thanks to Ruth Cuthbert who retired after many years of devoted service to the Benevolent Fund.

Sue Wilford was thanked for steering the Benevolent Fund through its busiest year.

**6. Independent Examiners:**

The meeting agreed to the appointment of Vivien Ma, FCA, of Sayer Vincent, as Independent Examiner to the Fund for the year ending 30 September, 2021 (proposed by Vivian Bush, seconded by Ian Humphreys)

**7. Any Other Business:**

The Chairman thanked those present for attending the Annual General Meeting.

The incoming Chair stated that making the Benevolent Fund more visible was an essential aim in order for the fund to be recognised by the younger demographic of clients needing assistance. The Covid crisis had revealed how many were facing difficult circumstances, and their referral to the fund had often arisen through a third party.

**Date of next meeting:** planned for March 2022

There was no other business and the meeting closed at 4.23 pm.