

Meeting Minutes



Meeting Details

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| Meeting Purpose: | Annual General Meeting |
| Date: | 13 - 11 - 2022 |
| Attendees: | <p>Barbara Houlding (BH) Tom Worman (TW) Deborah Winchester (DW) - <i>Until agenda item 5</i> Grainne Ni Chaba-Bryne (GB) Avril Coleman (AC) Sarah Ward (SW) Ellie Cooke (EC)</p> <p>Roz Davies (RD) Mel Bruder (MB) Tracey Allen (TA) Maria Johnston (MJ) Catherine Marshall (CM) Laura Hackett (LH) Geoff Sharp (GS) Angela Hall (AH) Stacey parish (SP) Jenny Best (JB) Lily Nye (LN) Jack Tacey (JT) Mary Holland (MH) Araluen Schunnam (AS) Miranda Cosstick (MS) Tonya Willingham (TWi) Jessica Moreton (JM) Chloe Robinson (CR) Tanya Davis (TD) Lou Simmonds (LS) Anna Wilson (AW) Paula Teal (PT) Grace Natrass (GT) Charlie Nelson (CN) Rachel Banner (RB) Tessa Lewis (TL) Hannah Simpson (HS) Stephanie Doots (SD) Aisling Delacey (AD) Alison Nichols (AN) Caroline Lindsay (CL) Amanda Jayne (AJ) Lisa Bartley (LB)</p> <p>There were a further 5 attendees who did not provide their name.</p> |

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| Apologies: | Clair Andrews Gaby Kerfoot Jeanette Palmer Marianne Dorn Nikki Engelbach Rachel Jackson Rebecca Maffia Teresa Hayes Susanne Pender |
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Matters Arising

| # | Action | Status | Owner |
|---|---|----------|-------|
| 1 | There were no matters arising regarding 2021 AGM minutes. | Complete | TW |

Meeting Agenda

| # | Agenda Item | Discussion Notes | Owner |
|---|-----------------|--|-------|
| 1 | Chair's Welcome | <p>BH welcomed all members and thanked the Council Officers, Board Members and Co opted Members for their ongoing voluntary support over the last year.</p> <p>TW confirmed the formal apologies received and thanked those members for sending apologies ahead of the meeting.</p> <p>The 2021 AGM Minutes were presented. The minutes were ratified, proposed by Tanya Davis and seconded by Geoff Sharpe as an accurate representation of the meeting.</p> | BH |
| 5 | Chair's Report | <p>BH presented the Chair's Report which can be found at https://same-entrance-d65.notion.site/IRVAP-Chair-Report-10-11-22-d086733269e04773861615effb6b5657</p> <p>Highlights of the report include:</p> <ul style="list-style-type: none"> ● Improvements to the membership system ● The formation of a registration board ● Improvements in member communications ● New CPD evidence streamlined approach <p>Looking ahead the report highlights:</p> <ul style="list-style-type: none"> ● Increased collaboration ● New CPD resources ● Improved access to mentoring and support ● Improved business and professional advice ● Representation in the industry | BH |

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| | | <ul style="list-style-type: none"> Free entry to current IRVAP members to an IRVAP Conference in spring 2023 <p>Comments from members included:</p> <ul style="list-style-type: none"> CM thanked IRVAP for the renewal improvements TA thanked IRVAP for the support and communication as a new member LH,GS, AH, GB, CM, SP, MJ, JB all thanks BH for her work | |
| 6 | Membership Secretary Update | TW presented the membership secretary's report which was presented and taken as read. GN supported the idea of a research category. | TW |
| 7 - 8 | Presentation and adoption of Accounts | TW presented the accounts in DW absence. The accounts were ratified, proposed by GS and seconded by MH and LH. | DW |
| 9 | ICH Board Report | The ICH report was presented as part of the Chair's Report. There were no questions. | BH |
| | IEH Board Report | GB presented the IEH Board report highlighting a predominance in membership towards UWTM use for members, a global membership and the ongoing programme of a research log book. | GB |
| 10 | AOB | There was no other business put forwards | |
| 11 | Closing Remarks | BH thanked all the Council Officers and in particular, Michelle O'Brien, Grainne Chaba Ni Byrne and Ellie Cooke as retiring Officers from Council. . BH reminded attendees to log attendance as CPD. BH thanked members for attending. | |
| 12 | Council Election | <p>All Council Officers, Coopted Members and Board Members resigned their position. BH thanked the Council Officers retiring from their roles for their support, dedication and hard work.</p> <p>The following candidates were uncontested and therefore duly elected into honorary roles for the 2022-23 term:</p> <p style="text-align: center;"> Barbara Houlding IRVAP Chair Deborah Winchester Treasurer Tom Worman Membership Secretary </p> <p>The following candidates were nominated for Council Officer, as the threshold set out in the constitution for the total number of officers was not exceeded there is no</p> | TW |

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| | | <p>election required and the following are duly elected onto the IRVAP Council:</p> <p>Susanne Pender Sarah Ward Avril Coleman Angela Hall Grace Natrass Gaby Kerfoot Geoff Sharp</p> <p>The following members have offered to support the IRVAP Council as Co-opted Members:</p> <p>Lisa Bartley Kerrie Oakley Carly Nairn</p> <p>The following members have offered to join and form the 2022/23 ICH Board:</p> <p>Sarah Ward <i>(ICH Chair)</i> Paula Teal Jenny Best Maria Johnston Laura Hackett Jess Moreton Miranda Cosstick</p> <p>The IEH Board is to be reformed in late 2022 following the resignation of the current IEH Chair.</p> | |
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Actions

| # | Action | Owner |
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| 1 | There were no actions at this meeting | |