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**Registered charity No. 1118671**

**Minutes of Annual General Meeting 6th December 2018**

**Rooms on Regents Park, London**

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|  | **Present:** Verna Easterby-Smith, Sarah Buckingham, Natalie Bradley, Sonia Patel, Jessica Hamilton, Brooke Zaidman, Andrew Geddis-Regan, Ros Davies, Michael Butler, Mili Doshi, Vicki Jones, Debbie Lewis, Patricia Thresh, Mark Taylor, Grace Kelly, Yvonne Rooney, Jodie Bustin |  |
| **1** | **Welcome-** Vicki Jones (Chair) |
| **2** | **Apologies for absence**  Adele Cunningham, Rebecca Wassall |
| **3** | **Minutes of the last Meeting held 7th December 2017, Royal College of Physicians, London**  Agreed and accepted as a true record |
| **4** | **Matters arising** |
| **5** | **Officers’ Reports** |
|  | **President (Verna Easterby-Smith)**  Verna was thanked for the two study days and a gift was presented.  President felt it had been a great year and it was an honour to be president. She thanked members of committee for taking part in meetings and felt all presentations were excellent. |
|  | **Treasurer (Mark Taylor)** **Report attached and accounts for 2017/18 submitted**  Society run at a cost-neutral position  D. Davies has stepped down as auditor and treasurer thanked him on behalf of society for his work. Sue Greening will be the new auditor going forward.  As part of society charitable aims there will be up to £30,000 available over the next 24 months for projects supporting the aims of the society.  Treasurer acknowledged that there were some issues with payments via paypal that will be looked at. |
|  | **Secretary ( Rebecca Wassall) Report attached**  Vicki Jones gave update in RW absence. There have been requests sent to BSG website for information/stakeholder involvement for NICE guidelines and FGDP reports.  JB to be secretary in interim and JB and VJ to prepare and submit report to Charity commission and update trustee details |
|  | **Membership Secretary (Ros Davies)**  Report attached |
|  | **Website Editor (Mike Butler)**  Report attached |
|  | **Newsletter editor/Social Media Editors (Jodie Bustin / Mili Doshi)**  MD is keeping twitter feed updated  JB to send a bi annual email to all members in newsletter style with updates and summary of meetings  BZ and AC have written a summary of Spring Meeting 2018 to go into BDJ  All agree need to keep facebook page updated- JB to get admin rights for this page  JB and MD to work together on a social media/marketing plan |
|  | **Sponsorship secretary (Debbie Lewis)**  Current system is working well. Had written to 20+ companies for the Spring Meeting in Winchester.  1 sponsor has already confirmed for the June 2019 meeting  Will ask for £250 per sponsor. |
| **6** | **Meetings**  **Winter Meeting 2018-** 118 delegates, good mix of speakers and topics. Presentations emphasised that clinicians can make a difference in how services are set up. Useful to have speakers with commissioning background. Presentations from carers or patients very powerful.  **Spring Meeting 2019**- MD briefly discussed plans for meeting. Venue confirmed- Epsom racecourse, Speakers all agreed and confirmed. Topic of ‘Making Contacts Count’. Continue to support 10 free places for DCP’s.  **Winter Scientific Meeting 2019**- Venue to be same place as BSDH. More of a clinical focus and with time for interaction with delegates and discussion. |
| **7** | **Election of Officers and Committee members 2018-19**  **President**  2019- Verna Easterby Smith handed over the role of BSG president to Milli Doshi, Badge of Office presented  **Chair-** This position would be for 1 year and would be for a current committee member. There were no nominations, Vicki Jones agreed to continue in post.  **Officers**  Treasurer- Mark Taylor agreed to continue in this position for another year  **Committee Members**  Adele Cunningham- Co-opted onto committee  **STR member**- there were two applications for this position and all agreed to accept both applications.  **STR Members**: Jessica Hamilton and Natalie Bradley  **Yvonne Rooney** Co-opted as member for OHP group  **DCP**- Email to be sent to all DCP members asking for applications to be co-opted for one year and then to be made a committee member at next AGM. |
| **8** | **BSG Objectives 2019**  Linking with relevant charities  Educational days  Support for relevant research projects- to link with BSDH and develop a grant proposal for a research project/PHD in line with society aims. |
| **9** | **Any other business** |
| **10** | **Date of next meeting: 5th December 2019** |