

# ANNUAL GENERAL MEETING



## Minutes of the Annual General Meeting

held on Thursday 4 October 2012 at 8.30am at the London Marriott Hotel, 10 -13 Grosvenor Square, London W1K 6JP

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### PRESENT:

Terry Morgan CBE CMgr CCMI, President (Chairman)  
Peter Ayliffe CMgr CCMI, President Elect  
Ann Francke CCMI, Chief Executive

13 Corporate Members

### Introduction and quorum

1. Terry Morgan, President of the Institute, welcomed members to the meeting.
2. He confirmed that a quorum of seven Corporate Members was present.

### Apologies

3. Apologies were formally recorded from John Burgess and Phillippa Williamson.

### Notice of meeting

4. The notice of the meeting was taken as read.

### Minutes of Annual General Meeting held on 20 October 2011

5. The minutes of the Annual General Meeting on 20 October 2011 were received and noted.

### Overview of achievements

6. The President highlighted the following areas of achievement for CMI in 2011/12:
  - An active year had been had with the Policy and Research team, with 14 research reports being produced. The key piece of research had been "The Business Benefits of Management and Leadership"
  - Chartered Manager had been developed in line with proposals and was now integrated into the CMI's member grade structure
  - A membership review had been undertaken exploring new ways of engaging with the membership with online communities networks and special interest groups
7. The President then invited Ann Francke to briefly talk about the coming year.
8. She reported that, thanks to Chris Kinsella's stewardship of the Institute, she was in a position to develop the Institute from a strong base.
  - The Institute's key goals moving forward were raising the performance of managers through engaging with employers and approved centres.
  - A continued focus would be applied to Chartered Manager to build on the great start made to its new positioning.

- A growth strategy for CMI for the coming years based on a comprehensive review will be presented at the board on the 24<sup>th</sup> of October.

### **Reports and Financial Statements of the Institute for the year ended 31 March 2012**

9. Peter Lewis of BDO LLP read to the meeting the abbreviated report of the Auditors on the financial statements of the Institute for the year to 31 March 2012.
10. Peter Ayliffe proposed, and Walter Balmford seconded, the Resolution:  
  
THAT the Financial Statements of the Institute and the Report of the Board and the Auditors thereof in respect of the year ended 31 March 2012 be received, considered and adopted.
11. It was reported that a number of specific queries on the report had been raised by members in advance of the meeting and been responded to.
12. The Resolution was then put to the meeting and carried unanimously. It was reported that proxies received in favour were 2413 for and 27 against.

### **Re-appointment of Auditors**

13. Paul Garrity proposed, and Judy Craske seconded, the Resolution:  
  
THAT BDO LLP be re-appointed as Auditors of the Institute, to hold office from the conclusion of the meeting until the conclusion of the next Annual General Meeting, and that the Board be authorised to fix their remuneration.
14. The Resolution was put to the meeting and carried unanimously. It was reported that proxies received in favour were 2348 for and 92 against.

### **Results of election to the Board**

15. The President explained that there were a total of six elected seats on the Board, with two being subject to election each year. The election had been contested by ballot and scrutinised by Electoral Reform Services and the members duly elected to the Board were Dr Lorna Gibson CMgr MCMI and Susie Andrade CMgr FCMI
16. The President congratulated the successful candidates and expressed thanks to all nominees who had put their names forward.

### **Concluding Remarks**

17. A question was raised from Gail Jones, regarding the promotion of the AGM, where it was felt that it could be better promoted to members. It was agreed that this should be investigated.
18. The President acknowledged the significant work of CMI's Trustees and the members of the Committees which supported and reported into the Board. The President commented that their contributions were a vital part of the Institute's governance and he thanked them for their efforts in the past year.
19. The President announced that the Chairing of the AGM was his final formal task as President. He then asked Peter Ayliffe, the incoming President, to say a few words
20. Peter Ayliffe thanked Terry Morgan for his hard work and passion. His tenure as President had not occurred in the easiest of financial times, but his integrity helped stable the Institute and he looked forward to the tremendous opportunity to help drive change and grow the Institute to support more UK plc managers.
21. The President then drew the formal meeting to a close and thanked members for their attendance.

**Corporate Members present:**

Susie Andrade\*  
Walter Balmford  
Judy Craske\*  
Paul Garrity  
Jacqui Hogan  
Gail Jones  
Jamal Kadir  
Christopher Kinsella\*  
Helen MacDonald  
Ian MacEachern\*  
Iain Phillips  
Ron Simpson  
Mohamed Tawfik  
\* Trustee of the Institute

**In Attendance**

Peter Lewis, BDO LLP

**Executive team**

James Baker  
Matt Beavan (Committee Secretary)  
Kath Coldwell (Committee Secretary)  
Phillip Davey  
Simon Dolph  
Simon Newlyn  
Ian Staniforth  
Narinder Uppal  
Tricia Williamson  
Petra Wilton