

**MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 6<sup>th</sup> SEPTEMBER 2019****Present (Committee)**

Sue Halford (Chair)  
Brian Baker (Secretary)  
Joan Gillingham (Treasurer)  
Lynda Sears

**Present (Members)**

See attached (not posted on website)

**1. Welcome**

Brian Baker (Secretary) welcomed everyone to the AGM.

**2. Apologies for absence (Committee members only)**

Ian Brand, Peter Tilley and Alfred Lott.

**3. Minutes of the previous AGM**

The minutes were approved: Proposed – Tina Clack, Seconded – Jinny Harvey.

**4. Chairman's Report**

Brian Baker provided an overview of the Club's activities during the last year on behalf of Ian Brand (Chairman), see attached.

**5. Treasurer's Report**

Joan Gillingham provided a copy of the Audited Statement of Accounts for Year Ending 31 July 2019, see attached (not posted on website).

**6. Proposed Annual Membership and Course Fees**

Sue Halford provided an overview of the Proposed Annual Membership and Course Fees for the forthcoming year. The proposal is to change the annual membership subscription to £20. There will be no fees for courses and the drop-in clinics will remain free to members. These changes are designed to reduce the times when we need to collect (and subsequently bank) money and therefore reduce administration, paperwork and trips to the bank.

Sue said she hoped current members will renew their membership at the AGM, if possible. There will be no need to complete a new membership form unless details have changed since originally joining. New members will need to complete a membership form. Payment can be made by either cash or cheque. Anyone who doesn't attend the AGM or new members can pay the membership subscription at the first session they attend after the 6th of September.

The membership will run until the AGM in September 2020.

The Proposal was approved. Proposed – Ruth Blood, Seconded – Trish Romain.

**7. Committee**

The following members of the committee said they were willing to stand for re-election:

Chairman: Ian Brand

Proposed – Chris Bourgeois, Seconded – Colin Barnard. Vote approved.

Secretary: Brian Baker

Proposed – Sue Halford, Seconded – Jinny Harvey. Vote approved.

# BOOKHAM SENIORS COMPUTER CLUB

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Treasurer: Joan Gillingham

Proposed – Brian Baker, Seconded – Tina Clack. Vote approved.

Members: Sue Halford, Lynda Sears and Alfred Lott.

Honorary Member: Peter Tilley

Proposed – Chris Bourgeois, Seconded – Tina Clack. Vote approved.

## 8. Proposed Dates for 2019/2020

Dates for 2019/2020 were announced as follows:

### (a) Autumn Term 2019

AGM - Friday 6 September 2019

Friday 13 September - Friday 29 November 2019 (12 weeks)

Christmas Party – Friday 6 December 2019

### (b) Spring Term 2020

Open Day - Friday 10 January 2020

Friday 17 January - Friday 3 April 2020 (12 weeks)

*Note: Easter is Friday 10 April - Monday 13 April 2020*

### (c) Summer Term 2020

Open Day - Friday 17 April 2020

Friday 24 April – Friday 1 May 2020 (2 weeks)

Friday 15 May - Friday 3 July 2020 (8 weeks)

*Note: Early May Bank Holiday is **Friday 8 May2020***

### (d) Drop-in Clinics

First Wednesday afternoon of each month, except August.

Note: Others could be added as necessary.

## 9. Proposed Courses for 2019/2020

Sue Halford provided an overview of the Proposed Courses for 2019/2020, see attached.

## 10. Any Other Business

On behalf of members Jinny Harvey proposed a vote of thanks to the committee for the hard work they have carried out during the year.

## 11. Date of Next AGM

To be agreed.

**Brian Baker (Secretary)**

11 September 2019