

Minutes of Annual General Meeting of the Scottish Hypnotherapy Foundation (SHF) held at Stirling Court Hotel on Saturday 23rd September 2017

Present (existing Board):

John Lawrence	Chair
Susanne McMahon	Vice Chair
Alison Bruce	Conference Director
Heather Hutchinson	Member Services Director
Rae Jenson	Education Director
Dr Fiona McLeod	Medical Advisor
Jo Goss	Treasurer/Secretary

New Board

Mo Ferrington	Chair
Melanie Phillips	Company Secretary
Caroline Meikle	Treasurer

Members Attending

Carole Cassidy	Carole Cassidy Hypnotherapy
Mandy Gahan	SGG Far Therapies
Gerry Meikle	New Direction Hypnotherapy
Liz McConnell	Thinking Room
Margaret Forbes	Hypnotap
Martin Armstrong-Prior	Breconbeds Hypnotherapy
Irene Munro	Irene Hypnotherapy
Shonagh Terry	Access2Balance
June Youngson	Harmony Therapies
Rogan Grant	Positive Inspiration

The meeting commenced at 11.55am.

Item 1 Minutes of Previous Meeting

The Minutes of the Meeting held on Saturday 2^{ns} September 2017 were accepted as a true record.

Item 2 Chair's Report

The outgoing Chair, John Lawrence, reported on how much the SHF had achieved in its opening couple of years. He had every confidence that the new Board and Chair would continue and take this work forward. He explained that it was disappointing that they had been unable to source funding for clients to be seen at a reduced rate or where applicable for free. But hoped that the new Board would continue with this work.

Item 3 Treasurers Report

This is attached for your information, Appendix A.

Item 4 Election of Chair

Both candidates, Martin Armstrong-Prior and Mo Ferrington gave their presentations and then answered questions from the members together.

This was followed by a secret ballot, after which John Lawrence announced that Mo Ferrington had won by one vote.

Mo thanked the outgoing Chair, John Lawrence, Education Director, Rae Jenson and Treasurer and Secretary, Jo Goss for their hard work in setting up SHF and she looked forward to their continued support.

Item 5 Elections

The elections of the new Company Secretary, Melanie Phillips and Treasurer, Caroline Meikle were unopposed and accepted by the new Chair.

This was followed by the ratification of Heather Hutchison role as Member Services Director by the new Chair.

Minutes of Annual General Meeting of the Scottish Hypnotherapy Foundation (SHF) held at Stirling Court Hotel on Saturday 23rd September 2017

The re-election of current Trustees, Dr Fiona McLeod as Medical Advisor and Research Director and Alison Bruce as Conference Director were accepted by the new Chair.

It was with sadness that the resignations of Susanne McMahon was accepted for her role as Vice Chair together with Mary Jane Armstrong as Marketing Director and Dr Jenny Lim as Trustee.

Item 6 Any Other Business

There was no other business at this time, so the Chair closed the meeting once again thanking previous incumbents for their hard work and how everyone was looking forward to the rest of the conference. The meeting closed at 12.55pm

I certify that this is a true record the meeting

Signature:

A handwritten signature in blue ink that reads "No Ferrington". The signature is written in a cursive style and is positioned above a light blue horizontal highlight.

Chair, SHF

Date: 15th October 2017

Minutes of Annual General Meeting of the Scottish Hypnotherapy Foundation (SHF) held at Stirling Court Hotel on Saturday 23rd September 2017

Appendix A

Treasurer's Report 2017

1. Receipts and Payments Account for the Year ending 30 June 2017.

This year, for the first time, we ended the financial year with a small surplus of £394, whereas in the previous financial year we ended with a deficit of £102. The accounts for the Financial Year 2016-2017 have been approved by the Office of the Scottish Charity Regulator (OSCR). Also, thanks to the generosity of our members in so generously provide so many hours of subsidised and pro bono therapy, OSCR has confirmed that we retain our charitable status.

2. Income

The total income for the Financial Year ending 30th June 2017 was £3013. This is £458 less than the previous financial year. However, expenditure was lower too. The main source of income came from last year's Conference at the Stirling Court Hotel was Total income from this event was £1845. Most of the remainder came from membership fees, which amounted to £1165. We also received donations amounting to £17 through Easy Fundraising resulting in an additional £4 in Gift Aid.

3. Expenditure.

The total expenditure for the Financial Year ending 30th June 2017 was £2637. A large proportion of this (£1301) was incurred through the cost of our highly successful Conference at the Stirling Court Hotel. Other expenses included the Accountant's fees for the Independent Examination of our accounts (£297), insurance (£299) and web site maintenance (£175). The remainder was used for general administration and PR expenditure.

The Current Situation.

As of 21st September we held a total of £2271 in our account. This does not include any income generated by this year's Conference, which will be paid into our account by EventBrite shortly. Nor does it include the fees to be paid for this year's Conference.

It does, however, include Membership fees, which so far total £785.

Normally we would have incurred a fee from Holistic Insurance Services, but they have generously made us their charity of the year and waived their fee this year.