



2011 ANNUAL GENERAL MEETING

Minutes of the Annual General Meeting of CoFHE held on Thursday 16th June 2011, at the Catrin Finch Centre, Glyndwr University, Plas Coch, Mold Road, Wrexham, LL11 2AW.

Present: Anne Rowlands, Chair
Colin Sawers, Honorary Secretary
Carole Gray, Honorary Treasurer

30 Individual Members

1. INTRODUCTIONS AND WELCOME

The Chair formally opened the meeting at 4p.m. and welcomed all those present to the 2011 Annual General Meeting of CoFHE. The Honorary Secretary confirmed that a quorum of 30 Individual Members was present.

2. MINUTES OF THE 2010 ANNUAL GENERAL MEETING

The minutes of the 2010 Annual General Meeting held on Tuesday 22nd June 2010 were approved as a correct record.

3. MATTERS ARISING

There were no matters arising from the minutes of the last Annual General Meeting.

4. REPORT ON THE ELECTIONS FOR NATIONAL COMMITTEE

The report was approved as a correct record.

5. APPOINTMENT OF INDEPENDENT EXAMINERS OF THE GROUP

Lynne Spicer proposed and Lindsay Wallace seconded the Motion:

THAT Jennifer Loudon and Tony Donnelly be appointed as auditors until the conclusion of the next Annual General Meeting.

The Motion was put to the meeting, and upon a show of hands, was declared to have been carried unanimously.

6. APPROVAL OF ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2010

Virginia Havergal proposed and Lynne Spicer seconded the Motion:

THAT the Accounts signed by the Auditors be approved.

The Motion was put to the meeting and was declared to have been carried unanimously.

7. PRESENTATION OF THE BUSINESS PLAN FOR 2011

The Chair outlined the presented business plan for 2011 and gave thanks to outgoing officers of the group for their help and support.

8. MATTERS RAISED FROM THE FLOOR

There were no matters raised.

9. MOTIONS SUBMITTED FOR CONSIDERATION BY THE AGM

There were no motions submitted.

10. ANY OTHER BUSINESS

The Chair presented news on the possible creation of a new group for CILIP to encompass both the current CoFHE and UC&R groups. The Chair outlined the importance of ensuring that the views of both FE and HE practitioners are represented in the new group equally, and gave assurances that she would work to achieve this. The Chair then opened the meeting to questions and comments from the floor:

Lynne Spicer raised concerns about ensuring that there is equal representation for both sectors in the new group.

Helen Ashton said it was important that financial issues were discussed as part of the merger.

II. DATE OF NEXT MEETING

The Chair advised the meeting that the announcement of the next Annual General Meeting would be notified to members in the usual way.