

Present:

Andrea Bell, Ian Smith, Bill Dougan (Honorary President), Agnes Philips, Clare Newton, Ellen Garscadden, Esther Skimins, Ellen Stewart, Geraldine Connolly, Theresa Findlay and John McMorrow

Apologies: Brian McNally, Chris Elliot and Steve Fleming

In Attendance:

Clive Douglas, Chief Executive
Marie Campbell, Corporate Services Officer (Minutes)

1. Clive Douglas, Chief Executive welcomed everyone to the special meeting in order to elect office bearers, noting that should there be more than one nomination for any position, a ballot would be undertaken.

2. **Chairperson**

Clare Newton nominated and proposed Andrea Bell as Chair of the Association for the term 2019/20. Bill Dougan seconded the proposal. There being no other nominations, Andrea Bell was unanimously elected as Chair.

3. **Vice Chair**

Esther Skimins nominated and proposed Chris Elliot as Vice Chair of the Association for the term 2019/20. Ian Smith seconded the proposal. There being no other nominations, Chris Elliot was unanimously elected as Vice Chair.

4. **Secretary**

Esther Skimins confirmed her willingness to serve as Secretary for a further term. This was proposed by Agnes Philips and seconded by Ellen Stewart. There being no other nominations, Esther Skimins was unanimously elected as Secretary.

5. **Appointment of Co-optee**

John McMorrow confirmed his willingness to continue as a Co-optee to assist with the ongoing HR issues. Committee unanimously agreed to continue with the appointment of John McMorrow as Co-optee. In addition, Committee conveyed their thanks to John for all his work and assistance to date.

6. Annual Declarations

Annual Declarations were previously circulated for completion, signature and return including: Management Committee Members Role Outline & Eligibility, Code of Conduct for Governing Body Members, Equality & Diversity Monitor, Statistical Information 2019/20, Declaration of Interest, Sub-Committee Selection and Health & Safety Responsibilities Statement for Committee Members.

7. **A.O.C.B.** – None.

8. **Date & Time of Next Meeting** - Management Committee – Tuesday 1st October 2019 (immediately after Special Meeting)