

MINUTES of the OCN North East Region Annual General Meeting held from 3.30pm, on 7th June 2010 at OCN North East Region, Peterlee, Co Durham SR8 2HU

Present

David Knight (Chair)	OCNNER Board of Trustees
Christine Brown	Tees Valley Alliance
Shirley Courtney-Sinclair	NACRO
Janice Croft	JK Consultants
Christine Elliston	Right Trax Limited
Lynn Hellstern	Middlesbrough Adult Education
Helen Hood	Synergy FTP
Karen Routledge	KRL Education and Funding Consultancy
Mike Rugg	WEA North East Region
Mark Thirlwell	Finchale Training College
Sam Treadwell	City of Sunderland College
Julie Walker	Middlesbrough Adult Education

Apologies

Ann Bateman	YMCA Tees Valley
Alan Bell	Europa Consumer Solutions/Trustee
Peter Chleboun	Newcastle College
Harry Davison	Teesside University
Mary Dodd	University of Durham
Dave Duell	City of Sunderland College
Steve Errington	Stockton Riverside College
Ruth Fox	Nightstop Teesside
June Foxton	City of Sunderland College
Cheryl Knaggs	Nordic
Irene Lindsay	Disability Arts Empowerment CIC (D'ArtE CIC)
Alaine McCartney	Darlington Borough Council
Ann McCluskey	Middlesbrough Adult Education
Vivienne McFarquhar	Hartlepool College of Further Education
Christine Pearce	Redcar and Cleveland College
Brenda Robson	City of Sunderland College
Ray Snowdon	e-skills/Trustee
Brenda Twidle	YMCA North Tyneside
Bernie Wallis	Teesside University
Christine Wood	Age Concern, Durham County
Andy Wright	Dumfries and Galloway College
Ed Young	NHS North East/Trustee

In attendance

Linden Cook (Scribe)	OCNNER Director of Quality and Operations
Ruth Durbridge	OCNNER Chief Executive
Minna Ireland	OCNNER Trustee
Louise Morritt	OCNNER Director of Business Development
Bridget Randall	OCNNER PA to the Chief Executive
Pat Whaley	OCNNER Trustee

AGM189 Welcome

The Chair welcomed members to the adjourned AGM and confirmed that those present constituted a quorum under Article 6.1 of the OCN North East Region Articles of Association.

AGM190 Minutes of the previous meeting – 8th May 2009

The minutes of the previous meeting, held on 8th May 2009 at Gateshead College, were agreed as a true and accurate record.

There were no matters arising.

AGM191 2008-9 Audited Accounts, Trustee and Auditor Reports

The Chair presented the Accounts and Reports asking members for any questions related to these. There were no questions raised.

AGM192 Retirement and Rotation of Trustees

The Chair reported that K Dunn, being subject to retirement this year had put herself forward for re-election by the members. He confirmed that three nominations had been received from member organisations; Gateshead College, Stockton Riverside and Finchale College for election to the Board by the members. Mark Thirlwell, being a representative of Finchale, briefly outlined the work of the College.

The Chair reported that two nominees, M Lindsay and S Morton, had been co-opted by the trustees in April to ensure the Board retained the necessary skills and knowledge following resignations within the year. The Chair put all nominations to the members in turn for election.

The members **approved** Kathy Dunn's reappointment as an elected trustee of the company.

The members **approved** Mary Lindsay's appointment as an elected trustee of the company.

The members **approved** Kevin Loughlin's appointment as an elected trustee of the company.

The members **approved** Sandra Morton's appointment as an elected trustee of the company.

The Chair thanked members for their unanimous support for the governance of OCN North East Region and that he looked forward to welcoming Kevin to the Board.

He reported that there still remained one vacancy for an elected trustee and two vacancies for co-options. In order to ensure that the Board continues to increase its skills and knowledge base he stated that he would be very interested to hear from members wishing to put forward individuals and that trustees would be proactively seeking potential trustees throughout the coming months.

AGM193 Co-opted Trustees

The Chair reported the continuing appointments of co-opted trustees Ray Snowdon, e-skills; Pat Whaley, NIACE and Andy Wright, Dumfries and Galloway College. He was pleased to be able to report on the recent co-option of Ed Young, NHS North East People, which extended the knowledge base of the Board in relation to employers.

AGM194 Appointment of Vice Chair

The Chair reported that Kathy Dunn had stepped down from the role of Vice Chair at the end of her second term of office and Ray Snowdon had been appointed by the Board for a term of two years from November 2009.

AGM195 Appointment of Auditors

The Chair proposed that SV Bye be reappointed as OCN North East Region's auditors confirming that a review had been undertaken in the year and that the Board had recommended retaining them for a further three years subject to annual review. The proposal was put to the members and carried unanimously.

AGM196 Remuneration of Auditors

The Chair proposed that the members authorise the trustees to determine the remuneration of the auditors. The proposal was put to the members and carried unanimously.

AGM197 Any other business

The Chair confirmed that there was no further business and updated members present on resignations from the Board in the year. He reported that Alf Bennett, City of Sunderland College had stood down following a long history of commitment to the OCN and whose contribution had been invaluable as Quality Committee Chair and in the merger of the two OCNs in 2005. He reported that a celebration of his contribution will take place at the Board's Strategy Day in July. He reported that Anne Bonner and Diane Shakespeare had also stood down during the year and thanked them for their contributions.

He acknowledged the recent problems with quoracy at the AGM and accepted that it was becoming increasingly difficult for organisations to release staff to attend. He stated that the Board would be considering this as part of a review in the year and how best to work with member organisations in the governance of OCN North East Region.

As there was no further business the meeting closed at 3.45pm

Signed Date
Chair