

## BONE CANCER RESEARCH TRUST

### **MINUTES OF THE SECOND ANNUAL GENERAL MEETING held at the Premier Travel Inn Leicester South West, Leicester ON SATURDAY 2<sup>ND</sup> FEBRUARY 2008**

#### **1. PRESENT**

**Trustees:-** Mike Francis (Chairman), John Dealey (Deputy Chairman), Ian Lewis, Gill Pilcher, Patricia Smith, Nick Bones, Patrick Hardman.

**Officers:-** Ros Francis (Clerk to the Trustees), Kate Connor ( Administrator), David Fisher ( Head of Fundraising), Alan Johnston (Website Manager).

**Supporters:-** Chris Smith, Chris Wickham.

#### **APOLOGIES**

**Trustee:-** Rob Grimer.

**Supporter:-** Marian Dealey.

#### **2. CHAIRMAN'S REMARKS**

Mike Francis welcomed everyone to BCRT's second Annual General Meeting and in particular, the full-time fundraiser David Fisher who took up his post in January.

Thanks were recorded to the two trustees who had retired from the role during the year, Gill Callar and Debbie McCartney. As founding trustees of BCRT they had contributed greatly to the initial vision and to much of the ground work in setting up the charity.

Mike said that the last year held a story of success for the Bone Cancer Research Trust.

- With the main aim of BCRT being to fund research, the first two research projects had begun and three more had been agreed. The Scientific Advisory Panel would shortly be making recommendations to the Trustees from the third round of bids.
- Another type of research funded by BCRT had been the International Consensus Meeting on Survival Rates bringing together 67 delegates from 11 countries to discuss the treatment rationale of Ewing's sarcoma and try to come to an international consensus on best practice. Thanks were expressed to Ian Lewis, Rob Grimer and Lee Jays for organising this successful event.
- BCRT had held its own conference for patients and supporters which had been much appreciated not just for its medical information but also for the personal stories and the opportunity for people to meet and share their experiences.
- Another first had been the publication of BCRT's Newsletter which had also helped to spread awareness and raise the profile of the charity.
- The website had become a valuable source of up-to-date information and publicity thanks to the efforts of Alan Johnston supported by Kate Connor. This included the online shop selling merchandise personalised for BCRT as well as Christmas cards for the second year.
- Trustees had attended conferences run by other organisations, taking the BCRT display stand and getting to know members of CCLG, NACCPO, BSG and other linked groups.

- Just a month before this meeting another big step had been the opening of the BCRT Office in Leeds providing a base for David, full-time fundraiser and for Kate, part-time administrator. Thanks were expressed to Kate for previously having managed to work from home.

Speaking of the financial situation, Mike said that with income of £163,000 in the previous year and £176,000 during the last year BCRT had become a very viable and credible charity. All donations are valued but he mentioned in particular the input from Ireland with the work of Patricia Smith and Fiona Foley.

**3. MINUTES OF THE FIRST ANNUAL GENERAL MEETING** held on 27<sup>th</sup> January 2007 were received. It was proposed by Gill Pilcher, seconded by Ian Lewis and carried unanimously that they be approved. There were no Matters Arising.

**4. THE REPORT OF THE TRUSTEES FOR THE PERIOD ENDED 30<sup>TH</sup> JUNE 2007** was received and approved. That this be accepted was proposed by Patrick Hardman, seconded by John Dealey and carried unanimously.

**5. THE STATEMENT OF TRUSTEES' RESPONSIBILITIES** was received and approved. All Trustees were in agreement with the proposal made by Patricia Smith and seconded by Nick Bones.

**6. THE INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES.** It was proposed by John Dealey, seconded by Ian Lewis and carried unanimously that this report be accepted.

**7. THE STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 30TH JUNE 2007.** Gill Pilcher proposed and Nick Bones seconded that this statement be accepted. All Trustees were in agreement.

#### **8. THE INDEPENDENT EXAMINER**

Thanks were expressed to the Independent Examiner by Mike Francis, seconded by Gill Pilcher and agreed by all present. It was then proposed by John Dealey and seconded by Patricia Smith that the Trustees accepted the level of the Independent Examiner's fees and agreed that CJ Darwin ACA, of Thomas Coombs & Son should be reappointed for the next financial year of the charity. This was carried unanimously.

#### **9. APPOINTMENT OF THE CHARITY'S TRUSTEES**

All the remaining eight Trustees confirmed their wish to continue for their chosen and recorded lengths of office, being 3,4 or 5 years. Consideration to be given to the future appointment of two new trustees with relevant skills and experience to bring to the work of BCRT.

#### **10. ELECTION OF CHAIRMAN AND DEPUTY CHAIRMAN**

That **Mike Francis should continue as Chairman** was proposed by John Dealey, seconded by Gill Pilcher and carried unanimously.

That **John Dealey should continue as Deputy Chairman** was proposed by Mike Francis, seconded by Patricia Smith and carried unanimously.

There was discussion about other possible roles. It was agreed that all Trustees have a responsibility to oversee the financial business of the charity. It was noted that the on-going Scientific Advisory Panel was led by Ian Lewis and that other “committees” could be formed with specific tasks when the need arises.

#### **11. APPOINTMENT OF THE CLERK TO THE TRUSTEES AND THE WEBSITE MANAGER.**

That **Ros Francis should continue as Clerk to the Trustees** was proposed by Nick Bones, seconded by Gill Pilcher and carried unanimously.

That **Alan Johnston should continue as Website Manager** was proposed by Mike Francis, seconded by John Dealey and carried unanimously.

#### **12. ANY OTHER BUSINESS.**

There was none.