

Mary Mulvihill Association
AGM, 22 November 2017 (IFI seminar room at 7.00pm)
Minutes

Present:	Margaret Kelleher (Chair), Therese Caherty, Brian Dolan, Anna Heussaff, Nóirín Mulvihill, Ena Prosser, Cormac Sheridan, Brian Trench, Marion Palmer, Anne Mulvihill, Anne FitzGerald,
Apologies:	

1. Chairperson's address

Margaret opened the meeting by welcoming all present and acknowledging the bitter-sweet nature of the meeting. She noted how delighted Mary would be to know that her ethic and high standards are the guiding light of the Association set-up in her memory.

Margaret paid special thanks to Brian Dolan, Nóirín and Anne M for their unstinting generosity in sharing so much of Mary's work and life with the Association and others.

2. Election of tellers

The meeting agreed that the election of tellers would not be required.

3. Adoption of minutes of AGM held on 23 November 2016

The minutes of the AGM held on 23 November 2016 were approved subject to the following amendment:

Minute 13:

The words 'proposed fee' in the first sentence were amended to read 'provision for fees'

Adoption of the minutes was proposed by Ena and seconded by Therese and approved by the meeting.

4. Election of Officers

The following were elected as Officers for 2017/18

Chair: Margaret Kelleher: proposed by Brian Dolan and seconded by Anna Heussaff

Treasurer: Ena Prosser: proposed by Anna Heussaff and seconded by Marion Palmer.

Secretary: Anne FitzGerald: proposed by Therese Caherty and seconded by Nóirín Mulvihill.

5. Secretary's Report including reports from sub-groups

The adoption of the Secretary's Report was proposed by Marion and seconded by Brian Trench and approved by the meeting.

6. Treasurer's Report

Ena invited attention to the Accounts for year ended 31 August 2017 which were tabled. She advised that the Association's auditor had audited and signed the accounts, noting that his fee for this work was €100 + VAT.

Referring to the proposed amendments to the Association's Governing Instrument which were due to be considered under Item 8 of the Agenda, Ena stated that, if passed, three Officers and Brian Dolan would contact with the bank to set-up the Mary Mulvihill Association bank account.

The meeting approved the accounts which were proposed by Anne F and seconded by Therese and agreed that they would be signed by Margaret and Ena, who would also sign the required Letter of Engagement with the Auditor.

7. Election of Ordinary members of the Executive

The following were elected as Officers for 2017/18

Brian Trench: proposed by Therese Caherty and seconded by Marion Palmer
Anne Mulvihill: proposed by Margaret Kelleher and seconded by Anna Heussaff
Cormac Sheridan: proposed by Anna Heussaff and seconded by Therese Caherty
Therese Caherty: proposed by Marion Palmer and seconded by Ena Prosser
Nóirín Mulvihill: proposed by Ena Prosser and seconded by Margaret Kelleher

Noting that Anna and Marion were not seeking re-election at this time, Margaret thanked them most sincerely for all their work during the Association's critical first year. She expressed the hope that they would continue their involvement as members of the Association. Both Anna and Marion, acknowledging that pressure of other commitments was the reason for not seeking re-election this year, expressed their on-going support and membership of the Association.

8. Proposed Amendments to the Governing Instrument

Noting the sign-off by the Association's legal advisors, the following resolutions were passed by the meeting, with immediate effect.

Resolution 1:

That Section 1 of the Governing Instrument be amended to read: The name of the association is Mary Mulvihill Association (the "**Association**").

Proposed: Executive Committee at meeting held on 25 October 2017.

Resolution 2:

That the last sentence of Section 10.4.1 of the Governing Instrument be amended to read: Every effort will be made to enable a name change or co-designation of the bank account name to Mary Mulvihill Association.

Proposed: Executive Committee at meeting held on 25 October 2017.

Resolution 3:

That Section 7.6 of the Governing Instrument be deleted.

Proposed: Anne Fitzgerald; Seconded: Ena Prosser

Resolution 4:

That a Bank Account be set-up in the name of Mary Mulvihill Association and that all funds held in the AIB Personal Bank Account Number 95138-010, held in the joint names of Ena Prosser and Brian Dolan, be transferred to this new Bank Account.

Proposed: Executive Committee at meeting held on 25 October 2017

Resolution 5:

That the second sentence of Section 10.4.1 of the Governing Instrument be amended to read: The Chairperson, Treasurer, Secretary and one Honorary Patron be authorised signatories on the Association's Bank Account, two of whom will be co-signatories at any one time for any non-electronic transaction. Electronic transactions to and from the Association's Bank Account will be made with the express written approval of two authorized signatories. These written approvals will be retained for scrutiny under the annual audit process.

Proposed: Executive Committee at meeting held on 25 October 2017

9. Approval of membership fee

An annual membership fee of €5 was approved.

10. Election of Auditors and setting audit fee

The meeting approved an auditor and proposed provision for fees as outlined in a memorandum circulated by Ena with the papers for the meeting as follows:

C O Sullivan & Co, Chartered Accountants
Quaestor Management Services Ltd
50 Fortfield Park, Terenure
Dublin 6W

€100 + VAT for account preparation and TAX registration for 2017/18.

11. Nomination of Honorary Patron

The meeting confirmed Brian Dolan (proposed by Anne FitzGerald and seconded by Margaret Kelleher) as Patron of the Association. The meeting also re-affirmed its decision of last year to give Brian eligibility to attend all meetings of the Executive Committee

12. AOB

Under Other Business the following matters were discussed.

12.1 Website

The meeting noted that the Association's website was almost ready to go live and that it would incorporate the amendments made to the Governing Instrument at the meeting.

It was noted that a 'donate' button was not being included at this stage but could be added when the fund-raising activity gets underway.

A launch date of 1 December 2017 was agreed which would then be followed by further publicity by way of press release, Twitter and Facebook.

12.2 Additional Members

It was agreed that expanding the Association's membership would be a priority exercise for 2018 and that the next Committee meeting would start discussions as to how this might be achieved.

12.3 Fundraising

Brian Dolan expressed a wish that fundraising would also be a priority for next year.

12.4 Committee meetings

It was agreed that a schedule of meetings (approximately once every 8 weeks) would be presented at the first meeting in 2018 so that dates can be put in Committee members' diaries at the earliest opportunity.

13. Closing Comments

Marion, on behalf of the Committee thanked Margaret for her out-standing year as Chair of the Committee paying particular tribute to her excellent leadership skills as evidenced by the scale of achievements in such a short space of time.

Margaret thanked the Committee for their support during the year and closed the meeting.