

Minutes of the Annual General Meeting held at the school on Friday 6 October 2017

Members present: P Lusted (in the chair), S Caveney, D Palmer, K Shea, P Taylor, M Pack, M Stewart, N Hancock, I Hazell, M Bailey, D Whitehead.

Apologies for absence: B Gilbert, A Snelling, C Laming, C Terry, T Saunders. The committee were informed that Messrs Laming, Snelling and Saunders would be standing down from the committee.

Minutes and matters arising: The minutes of the meeting held on Friday 7 October 2016, were agreed and signed as a correct record.

There were no matters arising.

Treasurer's Report: Mike Pack outlined the income and expenditure as stated in his report, which is attached at Annex 1. He pointed out that we now only have 2 signatories to the bank account, with the resignation of Chris Laming but he didn't foresee any issues with this position.

Membership secretary's report: Keith Shea outlined his report, which is attached at Annex 2.

This led on to a lengthy discussion about proposed changes to Membership Subscriptions (see document at Annex 3). The proposition discussed the advantages and disadvantages of moving away from charging a subscription to be a member of the Association. The points raised during the discussion were as follows:

Marc Stewart said that Latymer School do not charge a subscription; all school leavers are automatically enrolled. They have an annual request for donations to help fund the Association's activities such as providing bursaries.

Mark Bailey stated that there are 2 issues to be addressed – the lack of new members (and their engagement) and the lack of subscriptions - and they probably need to be tackled in different ways. He said that school leavers need to be engaged before they leave. Mark B said that he would re-engage with Chris Brinn to ensure we can talk to Year 13 pupils well in advance of the start of their A level exams and to follow up on the internship offered by Resolver at the talk given to the 2017 leavers.

Marc Stewart queried whether the school still had a Careers Adviser as they had when he was in the sixth form. If so, they could be a useful ally, to point out the benefits, such as networking, advice to prospective job seekers or university applicants, etc. that the Association could provide to them and also what they could provide in the future to other school leavers.

David Whitehead queried whether we could use the ParentMail system to communicate with pupils that were leaving, although it was appreciated that there may be privacy concerns.

Mark Bailey said that he was arranging an informal Old Bordenian re-union in London in the near future for those in his year group. The 1968 year group have a similar regular get together in Sittingbourne on a monthly basis. It was suggested that the OBA could facilitate a 'first year' reunion of leavers during the Christmas holiday of their first year at University – potentially in the OBHC pavilion.

The proposal that all former pupils of the School, members of staff and of the School Governing Body automatically become members of the Association and that the annual membership subscription be replaced by a voluntary annual donation to the Association was carried unanimously.

Actions arising from the discussion:

Mark Bailey – to contact Chris Brinn to arrange a suitable time in the next term to speak to Year 13 pupils.

Mark Bailey – to contact Chris Brinn to follow up on the offer of an Internship at Resolver.

David Whitehead – to investigate whether ParentMail would be useful and/or available to the Association.

Unassigned – investigate possibility of arranging reunions for the Christmas break during the first year of university (or work) as a first benefit of the Association for school leavers.

David Whitehead – to encourage the Headmaster to attend the next Annual Reunion Dinner.

David Whitehead – to prepare an article for local press, explaining that all former pupils are members of the Association, the benefits of the Association and other matters arising from our discussions, as he sees fit.

Neil Hancock, Marc Stewart and Mark Bailey – to meet the Headmaster to ensure he is aware of the benefits (not necessarily financial) that the Association can provide to the school, outlining our relevance.

David Whitehead – to visit the Headmaster in advance of the meeting above, to explain the path that the Association is taking.

Election of Officers: Due to the welcome addition of a number of new committee members and the standing down of some longstanding committee members, a discussion was held about each of the existing posts. This included whether the post was still required and, if so, who should be elected. A document had been produced in advance of the meeting to facilitate this discussion. This is attached at Annex 4. The following table shows the outcome of these discussions. The election of these officers was approved en bloc unanimously.

Old Bordenian Association Officers 2017-18

Role	Elected Officer
President	J Hopkins
Chair	M Bailey
Hon. Secretary	D Palmer
Hon. Treasurer	M Pack
Membership secretary	K Shea
Dinner Secretary	D Whitehead
Communications / Digital representative	C Terry
OBA governor	M Stewart
Football representative	K Shea

Role	Elected Officer
Hockey representative	D Palmer
Committee	P Lusted, N Hancock, P Taylor, S Caveney, B Gilbert, I Hazell
Accounts examiner	P. Taylor
Marketing / Publicity representative	D. Whitehead
Archives / Historian representative	M. Stewart

Actions arising from discussions around the election of officers are:

David Whitehead and Mark Bailey – to take forward the booking of a suitable speaker for the 2018 dinner.

Unassigned – Cliff Cork to be approached with a view to identifying and logging useful material in the School archives, with possible assistance from other colleagues in Sittingbourne Heritage Museum who have a connection to the School.

Meeting / dinner dates for the forthcoming year:

Next Committee meeting: to be arranged to tie in with Governors Meeting

Annual dinner 2018: Saturday 24 March 2018

AGM and committee meeting: Friday 12 October 2018 at 7.00 pm

Any Other Business

Neil Hancock said that the Remembrance Service will be held at 11:00 on Saturday 11 November 2017. He encouraged all committee members to attend.

Following agreement to fund the changes, four names have been added to the Remembrance Boards.

Neil Hancock had received a quote of £1,530 to renew the Honours Boards, previously located behind the stage in the old hall. Rolls Royce have already provided £1,000 as a contribution towards the cost. It was agreed that the Association would fund the remaining £530 as we had received a surplus from the previous appeal to refurbish the Remembrance Boards. This funding was subject to the Boards being hung in a suitably prominent position – ideally in their original position – and that there is an acknowledgement on the Boards identifying them as being maintained by the OBA.

There being no further business the AGM closed at 9.30 p.m.

TREASURER'S REPORT ON ACCOUNTS FOR YEAR ENDING 31/7/17.

Another very straightforward year for the treasurer with little work and few comments to make.

1. Dinner loss reduced due to increased numbers (63 paid compared to 54 last year when we provided one free dinner) and despite our "profit margin" falling to 50p per dinner as against £1.05 last year. The Association continues to fund the hire of the Clubhouse at a cost of £255.
2. Internet expenses have increased as both domains have been paid for until 11/2021. A bargain.
3. The donation to Borden Sports is a contribution to the cost of replacing the Astro turf.
4. The donation to the School represents 2 cricket bat awards at £90 each. The payment last year was the first since 2013 so we have been on catch-up.
5. The donation received of £1000 is a contribution from Rolls Royce to assist with the restoration/replacement of the School honours boards. This sum should be ring-fenced and our true surplus for the year is therefore £360 and our funds in hand in reality £10732 (bank balance £10401).

Finally, and most importantly, I continue to be extremely grateful to Peter Taylor for the support he provides in his role as Examiner.



MIKE PACK

HON. TREASURER

OLD BORDENIAN ASSOCIATION

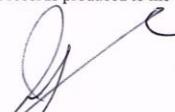
YEAR ENDED 31ST JULY 2017

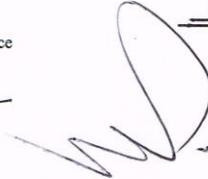
2015/16			2015/16		
EXPENSES			INCOME		
217	Loss on Dinner	204	3,468	Subscriptions	3,380
52	Postage & printing	52	-	Donation	1,000
-	Grave restoration	15			
215	Donation to BGS	180	-	Profit on sale of ties	4
-	Donation to Borden Sports	2,500	-	Sale of books	16
19	Internet Expenses	89			
2,965	Surplus for the Year	1,360			
<u>3,468</u>		<u>4,400</u>	<u>3,468</u>		<u>4,400</u>

BALANCE SHEET AS AT 31ST JULY 2017

Funds B/F	10,372	Stock of Ties	203
Surplus for the Year	1,360	Bank Account	11,401
		Dinner Deposit	128
	<u>11,732</u>		<u>11,732</u>

I certify that these accounts are in accordance with the books and records produced to me


P.M. Taylor, FCA (Examiner)


M. Pack (Hon. Treasurer)

Membership Report

We have 370 (last year 393) 'paid up' members this year. This total includes:

- 358 paying members including 1 (1) honorary member and 9 (9) other life members who choose to pay a subscription even though they are not obliged to.
- 1 honorary member and 11 (11) life members exempt from paying a subscription,
- 1 unknown subscriber

There are 17 standing orders paid up until last year that were not renewed this year and as last year I will issue reminders over the next few weeks to those that haven't renewed. Last year's reminders did produce some success so hopefully it will do again this year.

The table below shows the actual amount paid by all members so far. You will see that a few members pay more than the current subscription of £10, whilst others continue to pay a lesser amount reflecting previous subscription rates. Some payments are made in advance but I have only included the proportion of those advance payments attributable to this current year.

OBA subscriptions received 1/6/17 - 31/5/18		
Number of members	Amount paid £:p	Total of subscriptions received (£:p)
12	0.00	0.00
1	1.00	1.00
3	1.50	4.50
43	5.00	215.00
2	6.50	13.00
301	10.00	3010.00
1	11.50	11.50
5	15.00	75.00
2	20.00	40.00
Total No = 370		
	£ total =	3370.00

(Last year's revenue was £3621.50)

So this year we have received £3,370.00 against last year's reported £3621.50. This year's total includes 1 (1) mysterious £10 subscription from someone who does not appear on my records.

We continue to receive subscriptions for 5 (5) members who have died and despite last year's good intentions I have not yet written to the families concerned to ensure that this is not an oversight on their part.

Sadly, since the last AGM we have been made aware of the deaths OBA members Graham Barnes (at the School between 1937 – 44), Dennis Jarrett MBE (1934 - 41), Dr Andrew Edney (1943 - 50) and Fredrick Cooper (1934 – 40).

We have 5 new members joining the Association this year and one application from Michael Bennett who did not attend the School but is a long serving member of the Hockey Club. This application is outside the membership rules of the OBA constitution and needs further discussion.

The 5 new members are: Paul Fosbraey (67-74), Jamie Hornshaw (86-91) and Philip Nye (69-76). Leslie Smith (69-76) joined at the 2017 Dinner and Norman Wigg (43-48) has rejoined the Association.

As noted last year Leslie Nicholls (45-52) rejoined the association but I did not report at the time that he paid 3 years subscription covering 2015 – 2017 with a standing order now set up.

The membership has reduced by 23 this year after an encouraging small increase last year and the income has suffered realising £3370.00 this year which is £251.50 less than last year's revenue although the reminders may bolster that income.

Further progress has been made with capturing email addresses and we now have 247 (230) addresses on the database for the 370 members.

Keith Shea

3rd October 2017

Old Bordenian Association – Membership Subscription Proposal to 2017 AGM – for discussion

Background

At the last meeting of the OBA committee it was suggested that all former pupils of the School automatically become members of the Association and that the annual membership subscription be replaced by a voluntary annual donation to the Association. Peter Lusted and David Palmer were tasked with producing this document outlining the proposal and the advantages and disadvantages of such a radical change.

Proposal

With effect from 30 May 2018, it is proposed that all former pupils, staff members and members of the Governing body automatically become members of the Old Bordenian Association. An annual membership fee will be replaced with a suggested voluntary contribution of a minimum of £10 annually to continue to fund the Association in its activities and donations to school projects. It is also proposed that current members are encouraged to maintain their existing standing order as a voluntary donation to the Association.

Advantages

- It ensures that the alumni of the school are all treated as Old Bordenians, irrespective of their ability or willingness to contribute an annual subscription.
- It offers the opportunity for all school leavers to be recognised as members of the Association for life (and continue to be registered with the Association as members) but only contributing financially when they feel able to do so.
- Old Bordenians that are financially able may wish to donate more than the minimum suggested on a regular basis. The current fixed subscription rate does not easily allow this. Payments can also now be made electronically either as one offs or on a regular basis.
- There will be a reduced workload for the treasurer and membership secretary in not having to cross check the incoming payments against the membership database. Whilst all former pupils, etc. will be members of the Association, it is expected that the Membership Secretary would continue to maintain a record of as many members as possible to enable the Association to contact them directly when required.

Disadvantages

- There is the potential for a majority of current members to cancel their standing order to the Association, reducing our income considerably. However, at the committee meeting held in June, none of those present said that they would do so although it should be recognised that as members of the committee their loyalty to the Association would be expected. If this were to happen, the Association could continue to function for quite some time as the regular obligated outgoings of the Association are minimal at present, although financial assistance to school projects would have to cease. It is worth stating that when the Maroon ceased to be published 8 years ago, members have not in reality received anything for their membership as the website is open to all and there has not been the drastic reduction in the number of subscriptions received that had been feared.

- A sense of 'belonging' to the Association may be lost if members don't have to do anything to join although many Old Bordenians continue to come to the Dinner and have never bothered to join the Association.
- If the proposal failed and income slowed to a trickle, it would be difficult to undo the change and revert to a paid membership approach, although we could put out one off requests for donations for any specific project at the school if necessary.

Peter Lusted & David Palmer

July 2017

Old Bordenian Association – Election of Officers

History

Forty or fifty years ago the Committee typically consisted of - President (the School Head), Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, Membership Secretary, Dinner Rep, School Governor, 6 committee members, Headmaster's Rep, Football Rep, Hockey Rep, Maroon Editor, School Liaison, Hon Auditor plus up to ten Area Reps. There were about 6 meetings a year including an AGM which all took place on a Friday evening.

More recently steps have been taken to reflect the actual needs of the Association and to become more proactive. The area reps were dropped, the Website took over from the Maroon, all communication is by email, and only one meeting a year is held, with ad hoc or sub-committee meetings taking place when and where necessary.

Many of the committee have given loyal service for up to 50 years, but appreciate the generation gap and have concerns about the attraction and relevance of the Association to younger Old Boys.

Events

The Annual Dinner and the Memorial Service

Proposal

It is easy to see how the committee can be further streamlined and with the ease of communication nowadays how decisions and action can be quickly instigated:

- a) The Vice President and Secretary are stepping down - do they need replacing?
- b) Should the Vice President be renamed Chairman, to effectively lead the Association, particularly with the current non-participation of the President?
- c) There is an existing vacancy for the Dinner organiser.
- d) News on the Hockey and Football Clubs is easily accessed on their or our own website, so Reps may be unnecessary.
- e) If the suggestion to change Annual Subs to Donations is accepted the workload for the Treasurer and Membership Secretary will reduce considerably.
- f) A website away from the School's system may be beneficial and allow the Association to take advantage of the latest technology and communication methods to ensure relevance to all members.

With the enthusiastic arrival of some younger members it is proposed that a handing over from the old to the young is instigated, leaving the new team to introduce such changes in structure, organisation and events as they see fit to ensure the continuation of the Association. The Committee needs to be re-elected every year and it is proposed that this is not carried out 'en-bloc' this year, but a discussion is held about the relevance of each post and a suitable member elected to any required post. Committee members standing down from their post would be expected to remain as "consultants" in the background as required to ensure a seamless handover as the new team build up their own support.

Peter Lusted & David Palmer
July 2017