

Parkinsons Association of Ireland AGM

Minutes of Meeting

Venue: Online via Teams meeting

06/11/2021 15:00

John McCormack: Intro and handover to Michael

25 members attended and voted at the AGM

Michael Burke: Recap on six years on the board. Recognition of Ann Fox, Jake McDonald, Marie Cahill, Una Anderson Ryan, Paula Gilmore. Michael not running for re-election to the board

Recap of busy year with COVID. Difficulties facing members accessing services. Thanks to local branches for reaching out.

Outline of work of the board:

- Engaging with charity regulator
- Distribution of COVID grant between branches as per size
- New board-branch meetings
- Commencement of strategic planning process
- Oversight of funding with branches and mandates in place – financial returns now quarterly
- Training exercises for the board
- Employed a full time nurse Lisa Wynn (starting Monday)
- Recruited a YPI committee
- Employed a part-time dietician, Richelle Flanagan – service now a daily call back where it was twice a week
- Engaged with HSE through Minister Anne Rabbit (minister for disability) and Joe O'Brien (minister for charities) – talk about core funding, highlight work and impact, sought section 39 funding
- Completed audit for financial year
- Worked on various projects including with Microsoft
- Engaged with Board Match to develop skills for the board
- Appointed a finance committee – Robert Young to chair
- Appointed a research & advocacy committee – seeking committee members
- Implemented a new data collection system using Zoho
- Implemented number of Zoom classes
- Support line has seen increase in calls
- Issuing weekly newsletter
- Delivered the national conference
- Gave national accounts to committees last Thursday to highlight where national budget goes – payroll, audit, accountancy fees, insurance, support line, nurse call back
- Working with other organisations including European Parkinson's Disease Association – Paula is a director
- Worked with Neurological Alliance of Ireland campaigning for neurological nurse
- Worked with Disability federation of Ireland
- Worked with dementia trial

Thanks to board and branch committees, Una the treasurer, staff, Sabrina and Pauline at National Office, Tax Assist (Eamonn and James), John McCormack for facilitation meeting, Des Ryan (meeting set up), Ciaran Conley (managing Zoho system helping non-IT literate members), Michael Burke.

Des Donnelly: Has membership increased?

PG: 668 new members in 2020 – aim to do PR Campaign to actively increase membership, recruiting new board member with PR and communication skills.

Kate Wilkinson: Has unconscious bias and conflict resolution been covered in training?

PG: Training was with a consultant. No direct conflict management training although PG has skills from past studies

KW: On unconscious bias – is there a policy?

PG: Will look to include into our training

KW: Everybody on board requires expertise not just 1 board member

Unknown: Is PG a director on EPDA?

PG: As a director, attends monthly meetings – sharing ideas, learning, trying to influence at European level

Gary Boyle : Recognise Paula's role on the EPDA. Highlight lack of service. Is there something we can do collectively to get voices heard?

PG: Raised issue with Minister for Health and Minister for Disability. Working with NAI

Employed full time nurse Lisa Wynn. Nicola has been out sick. Talk about employing second full-time nurse – core government funding does not pay salary – salary is dependent on fund-raising

GB: Issue at local level, e.g. zero Parkinsons nurses in Cork

PG: Application has gone to Dept of Health. PG speaks publicly about issue. Working with NAI and this issues .

Virginia: How do we compare to European group? Can they support us going to ministers? What is the group for?

GB: It's an umbrella group representing many Parkinsons associations across Europe. Will be using their support. Ireland on lower level of spectrum

Virginia: Being on lower end is leverage. Thanks to PG and GB

Tax Assist -Eamonn Flynn: Financial statements issued.

Income and expenditure – Despite drop in income, level of surplus hasn't dropped the same. Dropped from 840k to 650k. Drop attributed to lack of normal number of functions

Balance Sheet – Drop in wages year on year – Paula was not a paid employee for a large portion of last year. Under legal & Professional, a jump from nothing to 70k – 40k relates to management consultant that was doing role of CEO while PG was absent

Computer Bureau Costs – majority for update of backend systems and setting up of Zoho. Also laptops purchased due to COVID – less than €1,100 in physical components

Hotel, seminar and meeting expenses down by nearly 50; corresponds to fall in income. Social events gone from nearly 60k to 5k. Nursing costs dopped considerably.

Legal costs – advice to previous board in relation to events during 2020 covered at last AGM

Accountancy fees – 2 years of EF's fees in 2020 as no accrual in 2019.

Since last years AGM, quality of information improved. General Ledger in place for every branch.

Financial systems in place – during 2020/21 policies and procedures, dual sign-off and separation of duties rolled out.

Stella: Why was there expenditure on hotels, seminars and meetings when there was complete lockdown?

EF: Lockdown not in effect until March and events during the year when lockdown was removed

Only Audit - (Audit report): Audit went smooth, no complications. No issues receiving information, new policies in place

Shane Breslin: Can we do better than €12 interest?

EF: Indicative of current market with negative interest rates.

AUR: Finance committee to look at this.

Voting on 5 Motions

Introduction on how to vote

[Multiple usability Issues for users in opening the voting link]

Motion 1: Financial Statements – Live: 24 for, 1 against, Proxy: 73 for, 0 against **CARRIED**

Motion 2: Report of the auditors – Live: 21 for, 0 against + 2 verbal support, Proxy: 73 for, 0 against, **CARRIED**

Motion 3: To elect board members

- Caroline McLaughlin Live: 17 for, 5 against + 3 verbal supports, Proxy: 30 for, 77 against – **NOT ELECTED**
- Pdraig Barry Live: 22 for, 0 against, Proxy: 139 for, 3 against - **ELECTED**
- Robert Young Live: 22 for, 0 against, Proxy: 139 for, 3 against – **ELECTED**
- Michael Burke (withdrawn)

PG: We can take up to 12 board members. Only three people have put forward for nomination.

Jerome: More than 50% in favour to carry (companies act – voting form is correct. Suggested “Abstain” as option in future)

PG: Difficulties voting. Hope to have in person votes next year.

Motion 4: Appoint Company’s Auditors Proxy: 73 for, 0 against, Live: 20 for, 1 against **CARRIED**

JMcC: Can we vote on this?

Jerome: Wording should be “Re-appoint”

JMcC: Tracy to continue as auditor

Motion 5: Authorise Directors to fix the remuneration of the Companys Auditors – Live: 21 for, 0 against, Proxy: 73 for, 0 against **CARRIED**

Des Donnelly: Frustrated with voting process

Ann Fox: As vice chair, thanks to Michael, Marion, Mareid, David Hickson, John, Sam.

KW: Query on minutes from last AGM. Is it normal to have AGM and not have minutes for previous ratified?

Jerome: It would be normal practice for minutes to be published

Meeting end.