

Minutes of the Annual General Meeting of Colleges Scotland Thursday 25 April 2019, Norton House Hotel & Spa, Edinburgh

Present	
Ian Diamond	Michael Foxley
Tony Jakimciw	Brian Johnstone
Alex Linkston	Ross Martin
Angela McCusker	Keith McKellar
Ken Milroy	David Watt
In Attendance	
Margaret Cook	John Gribben
Liz McIntyre	Will McLeish
Laura Mitchell (Minute Taker)	Lydia Rohmer
Heather Stevenson	Shona Struthers
Carol Turnbull	Andy Witty
Apologies	
Malcolm Beveridge (Chiene + Tait LLP Auditors) Willie Mackie	Keith Fulton <i>(Observer)</i> Janie McCusker

1. Welcome

Agenda Item: 1 | Paper No: Verbal | Lead: KM

The chair welcomed members and attendees to the Annual General Meeting (AGM).

2. Apologies

Agenda Item: 2 | Paper No: Verbal | Lead: KM

The chair noted apologies received the following regional representatives:

Region	Regional Chair
Ayrshire College	Willie Mackie
Glasgow Colleges' Regional Board	Janie McCusker
The Lanarkshire Board	Keith Fulton

3. Authorised Representatives/Proxies

Agenda Item: 3 | Paper No: Verbal | Lead: KM

The chair noted there were no appointments of authorised representatives made on behalf of the unrepresented regions.

The chair reported that for the purpose of the meeting and where appropriate, regional chairs and appointed authorised representatives would represent their own college region, acting as 'company members'.

The chair noted that ten of the thirteen regions were represented.

Colleges Scotland 1

4. Minutes of the Previous Meeting and Matters Arising

Agenda Item: 4 | Paper No: 4 | Lead: KM

4.1 Discussion

Paper 4 was noted.

4.2 Decision

The board agreed the minutes from the AGM on Wednesday 28 March 2018 as an accurate record of the meeting. There were no matters arising.

5. Adoption of the Annual Report and Accounts: Ordinary Resolution

Agenda Item: 5 | Paper No: Paper 5 | Lead: KM

5.1 Discussion

Brian Johnstone proposed that the accounts for the year ended 31st July 2018 be adopted by the members.

Tony Jakimciw seconded this proposal.

5.2 Decision

Members unanimously resolved to adopt the report and accounts for the year ended 31st July 2018.

6. Appointment of External Auditors: Ordinary Resolution

Agenda Item: 6 | Paper No: Verbal | Lead: KM

6.1 Discussion

Shona Struthers reported to members that following a robust tender exercise Johnston-Carmichael were viewed to be the preferred candidate to be appointed External Auditors of the company for a period of three years from June 2019 and that the Directors should be authorised to fix their remuneration. Shona Struthers advised that this proposal has been agreed in principle by the Audit Committee and Colleges Scotland board.

Liz McIntyre proposed that Johnston-Carmichael be appointed as external auditors for the company for a three year period commencing June 2019 and that the Directors be authorised to fix their remuneration.

Angela McCusker seconded this proposal.

6.2 Decision

The members unanimously resolved to appoint Johnston-Carmichael as external auditors for the company for a three year period, commencing June 2019 and that the Directors are authorised to fix their remuneration.

7. Close

Agenda Item: 7 | Paper No: Verbal | Lead: KM

As there was no other competent business, the chair declared the meeting closed.

Signed______ Date__29/03/2019_____

Colleges Scotland 2