**Discovery Student Volunteering Swansea’s Annual General Meeting**

**9th of December 2020 6pm to 8pm, Zoom**

**Agenda**

1. Welcome and opening remarks by Jarren Coates, Student President.
   1. Explanation of the voting system over zoom
   2. Explanation of the closed captioning on zoom
2. Minutes of the 2019 AGM – Caitlin Jones (Secretary).
   1. Explanation of the minutes
   2. Vote for the minutes of the last AGM:

* Proposer – Andrew Barnes
* Seconder – Megan Griffiths
* 25 votes for the motion- motion passes

1. Celebration of the year’s achievements by Caitlin McCall (Student Vice President).
   1. Another strong year
   2. COVID pandemic has hit. Two successful terms but we then had to change rapidly. We were able to change very quickly and still keep our responsibilities to the community. Quick to adapt. Impressed with the number of student volunteers who continued to volunteer and even take on additional responsibilities. Great to see volunteers grow. Staff have done incredibly well even with new partners and new systems and structures. Useful and covid secure volunteering. Thanks were given to volunteers and staff members.
2. Vice Chancellor Paul Boyle.
   1. Has not come across as something as compelling in the student volunteering space in any other uni
   2. This year has been particularly challenging
   3. Acknowledges that discovery has stepped up massively
   4. Incredibly proud of the work we are doing
   5. Has written about us in the local press
   6. Looks forward to working with us in the future even more
3. Board of Trustees Report – Phil Brophy (Chair).
   1. Year of considerable change
   2. Response of the staff team
   3. Travelling plans curtailed – Zambia project cancelled but funding secured and were still able to enhance partnership. Saddened to learn of the death of Jeffrey who was a key partner in Zambia.
   4. 340 student volunteers
   5. Decrease in income due to COVID. Staffing costs has increased mainly due to our commitments to students across both campuses. Made this decision due to strong financial position last year.
   6. Explanation of the current projects offered – both normally and on COVID basis
   7. Explanation of current funders and thanks given
   8. Thanks given for maintaining community throughout this year
   9. Proposer – Owain Brooks
   10. Seconder – Caitlin Jones
   11. 26 for, 0 against – motion passes
4. Finance report by Rachel Doyle of Gerald Thomas Accountants.
   1. No concerns on account – clean report
   2. Deficit of £29,000, compared to last years surplus of £27,000
   3. Activities costs are down – covid related – and donations are also down – no air show this year
   4. 87% of grants come from the uni
   5. Wages are 77% of costs
   6. Costs were down this year by £5000, a lot offset by one off large occurrences when needing to adapt
   7. £142k of reserves - £12k restricted
   8. Projected deficit of £6k next year
   9. Continuity needs to be reviewed
   10. Service delivery may continue to be impacred
   11. Consider treasury policy and use of higher interest bank accounts
   12. Future uncertainty due to pandemic and Brexit, some mitigation through university support
5. Adoption of annual accounts.
   1. Vote:
      1. Proposer – Owain Brooks
      2. Seconder – Shaun Gillespie
      3. 27 for, 0 against – motion passes
6. Appointment of auditors.
   1. Proposer – Phil Brophy
   2. Seconder – Shaun Gillespie
   3. 27 for, 0 against – motion passes
7. Presentation on Inspire – Megan Griffiths (Project Coordinator).
   1. Inspire was known as an umbrella term for the childrens project
   2. Running fun activities, competitions and games for children with the NHS 5 ways to wellbeing – getting children moving, thinking and creating
   3. This week are delivering first treat packs for the children
   4. Adapted project
   5. Wide reach
      1. Student volunteering network conference
      2. Swansea bay health board
      3. Swansea youth work notice board
   6. Thanks given to the volunteers
8. Presentation on the Supported Volunteer Scheme.
   1. Video from Shaun Gillespie our longest serving volunteer (over 14 years)
   2. Last year there was 19 pairs of volunteers
   3. Shaun has really enjoyed his time volunteering with Discovery, especially with boosting his confidence
   4. With COVID, volunteers get in touch over zoom, with wellbeing activities
   5. It has been important for Shaun to keep in touch with volunteers, especially in lockdown. He mentioned Ben’s bar as a particular highlight.
9. Candidate videos for portfolio student trustees.
   1. Videos shared over zoom. Voting will take place over several days, closing on Monday using the SU system.
10. Candidate videos for non-portfolio student trustees.
    1. Videos shared over zoom. Voting will take place over several days, closing on Monday using the SU system.
11. Reminder of how and where to vote.
12. Any other business.
    1. Andrew: spoke about this being his last year, and gave thanks to all volunteers and staff for his time over the years
    2. Closing remarks:
       1. Jarren: “Discovery has really been my family” and spoke about the rock Discovery has been as an international student
       2. Owain: thank you to Andrew and Jarren
       3. Phil: thank you to all outgoing trustees and to Jarren as president
13. 8pm Close.