

Autscape 2010 AGM Agenda

To be held at 11.30am on Friday 13th August 2010 at Ammerdown Centre, Radstock,
Somerset, UK

1. Apologies for absence
2. Approvals
 - 2.1 The minutes of Autscape AGM 2009
 - 2.2 Full annual accounts 2008/2009
3. Annual report (Chair)
4. Financial Report and interim accounts (Treasurer)
5. Elections to the management committee:

Please note that in accordance with our constitution and decisions of the management committee on procedure, only contested positions will be voted on. All unopposed candidates will automatically become committee members without need for a vote.

Chair

Nominees: None

Secretary

Nominees: Yo

Treasurer

Nominees: Peter Benie

General Committee Members (up to 6 places available, 5 candidates standing)

Nominees: Martijn Dekker, Debbie Finucane, Jane Finucane, Trish Jubb, Kalen

6. A.O.B.

Please note that this is an opportunity to raise points relevant to the management of Autscape **as an organisation**. The AGM is not the appropriate time to give the management committee general feedback regarding this year's event or venue or to relate personal experiences

Nomination statements

Secretary

Nominee: **Yo**

Proposer: Alexis Miller

Secunder: Dave Gardner

I have served on the Autscope committee for 5 years, mostly as secretary and I would like to continue in that role. Over the past year I have led the process of Autscope's transition to becoming a charitable company, which is now almost complete. I would like to build on this and help ensure Autscope effectively meets its new obligations. I would also like to resume chairing the fundraising subcommittee and revitalise Autscope's fundraising efforts.

Autscope has been an important influence in my life and I would like to keep contributing to sustaining Autscope for future participants. As many of you will already know, I have now been awarded my PhD. I am currently taking some time out from my academic work, which will allow me to continue to devote substantial time to Autscope affairs. In addition to being autistic myself I have two autistic children. I also run a training and advocacy business in North West England providing advice to autistics trying to obtain the support they need and training service providers in becoming more autism-friendly. These activities have given me a wide range of skills which I feel can continue to contribute to the management of Autscope.

Treasurer

Nominee: **Peter Benie**

Proposer: Peter Benie

Secunder: Alexis Miller

I took on the role of treasurer part way through the year. Since then, I worked on a number of improvements to Autscope's financial management including:

- switching the accounting method from cash basis to accruals basis,
- separating restricted funds (eg. grants) from unrestricted funds,
- categorising income and expenditure as it occurs, and
- partial automation the process of producing annual accounts.

The improvements were done pro-actively in preparation for Autscope becoming a charitable company where we will have legal obligations to file accounts. The improvements will also help Autscope produce reports at the end of grants.

I bring to the committee the following qualities:

- I am able to devote the time and effort required to be treasurer.
- I have a realistic idea of how large the role is, and that it isn't only the ability to add up numbers.
- I have experience of researching regulations and best current practice.
- I am able to do difficult tasks, such as chasing up late payments.
- I am dedicated to the aims of Autscope.

I plan the following work for next year:

- To make the allocation and delegation of budgets the norm for how Autscope does project cost control.
- To put in place procedures for authorising spending on delegated budgets.
- To routinely report to budget holders what funds are left.
- To further improve the booking and accounting systems.

General committee members

Nominee: **Martijn Dekker**

Proposer: Baukje van Kesteren

Seconder: Dave Gardner

Since 1996 I have been active in the autistic community, running online support groups and speaking at autism conferences in 7 countries and in 4 languages. I have been an Autscope committee member since 2006, fulfilling the role of Programme Coordinator for Autscope 2009 and 2010. I live in Groningen, Netherlands, but regularly visit England to be with my partner, Kalen.

Although I usually tend to be quiet and diplomatic, I am not afraid to speak up when I feel strongly about something. While I struggle with inertia, an inclusive committee structure mitigates this.

I can contribute:

1. Considerable experience with autistic community building and self-advocacy.
2. An international perspective.
3. Well-reasoned thoughts and opinions.
4. Computer and Internet skills.

My beliefs are:

1. That Autscope should have one single political position, which is that autistic people have a right to exist.
2. That inclusion is paramount and should trump politics.
3. That the committee should have working methods that include all of its members, not just those who get the most done.

Nominee: **Debbie Finucane**

Proposer: Alexis Miller

Seconder: Kalen

I have served as a committee member and registrar for Autscope since 2008 and am volunteering for the same for 2010 – 2011.

Due to work commitments I am unable to undertake the higher responsibility posts expected of a re-elected committee member. However I am willing and able to assist those in the major roles by taking on tasks as required and pro-active in volunteering to help.

I have a proven track record for getting things done and keeping up to date with Autscope affairs.

Due to difficulties listening to lectures I rarely go to presentations, so can assist with the running of Autscope throughout the day during the event.

Nominee: **Jane Finucane**

Proposed: Peter Benie

Seconded: Debbie Finucane

I would like to apply for the position of director because I am impressed by Autscope's aims and achievements, and hope that some of my experience and skills can be useful to the organization.

Relevant Experience:

Fundraising

I have approached public and private funders and have written successful funding applications for an educational charity (the Voluntary Tuition Programme – a student community partnership in Dublin).

Writing

I am a professional (academic) historian. My job involves many hours of writing, editing, and marking written work. This means that I can produce or polish written material quickly, with an eye to detail.

Event management

I have managed academic conferences in Dublin and the UK. This has entailed working within a tight budget, choosing and negotiating with venues and service providers, accounting for all spending, and communicating details to speakers and visitors.

IT skills

I am quite competent in this area. I am not expert but can manage mainstream software.

Dealing with people

I am used to working with people as a teacher and as a volunteer. In both cases, this is interaction with a purpose. I try to focus on what the other person expects and needs from the conversation, and to deal with them professionally.

Autscope

I am not expert in autism, but hope to learn more about it without relying on preconceptions. I'd be happy to attend the conference in 2011, and to miss sessions as much as necessary to help with organisation on the ground.

Commitment

I am able to commit to monthly meetings, to other activity covering at least one hour per week in term-time (Sept–early Dec and Jan–April), and to more outside term-time.

Nominee: **Trish Jubb**

Proposer: Larry Arnold

Seconder: Debbie Finucane

This is my fifth Autescape and I will do everything I can to help it continue and move from strength to strength. I have been on the committee for two years and anticipate being able to contribute more successfully next year after being sidetracked with study and family problems this year.

I can contribute my people skills in dealing with people outside the committee, in person or on the phone, and involvement with the numerous writing tasks the committee has. I am generally active in discussions and have a background in computers, support and teaching and great patience along with an ability to support and encourage others.

This year I would like to learn more about the different aspects of the committee and find my niche where I can serve Autescape in the best way possible.

Nominee: **Kalen**

Proposer: Kalen

Seconder: Debbie Finucane

I am one of the founders of Autescape and bring to the committee considerable experience as Chair of the committee and other roles for 5 out of its 6 years. I am willing to take on any specific position that the committee may find me suitable for after the election or just to assist generally. I am not running for Chair because I would prefer my role(s) to be gained by agreement rather than by default. I enjoy, and can engage competently in, many parts of Autescape organisation including chairing the committee and sub-committees, programme, publications, registrar, decision making and general organisation. Despite a necessary absence in December and January, I am confident I will be able to do my part, likely better than last year while I was studying. I hope to further the development of Autescape while it achieves charity registration. I would like to see Autescape's policies reflect an ethos of inclusion, so that all who wish to can participate in the event and in the organisation in tasks appropriate to their skills, and non-paternalism, so that Autescape treats participants as capable and does not interfere in their personal matters.

Minutes of the Autscape 2009 AGM

11.30am Friday 21st August 2009

1. Apologies for absence – none

The Chair, Larry Arnold, reminded the meeting that only members may participate. Larry also apologised for the lack of printed copies of the minutes of the 2008 AGM. Trish (committee member) read the 2008 minutes to the meeting.

2. Approval of the minutes of Autscape AGM 2008

Kalen (member) noted an error in the minutes which was corrected by the vice secretary (Yo). The amended minutes were approved (19 in favour, 0 against, 11 abstentions).

3. Annual report (Chair)

Larry explained the circumstances under which he became chair (as detailed in the annual report) and that, although he had stood in the election for chair last year on a particular platform, it had not been appropriate for him to pursue that agenda when replacing Ruth following her resignation as he felt that his original platform had not been endorsed by the AGM.

At the request of Adrian Whyatt (member), the annual report was read in full by the chair with some assistance from the vice secretary.

The annual report was approved by the membership (30 in favour, 0 against, 0 abstentions).

4. Financial Report and interim accounts (Treasurer)

The treasurer (Robin May) presented an oral financial report to the meeting. One member suggested that final accounts could be approved by an EGM and also mentioned the availability of free financial training from voluntary organisations. Larry explained that the meeting was being asked to approve interim accounts only at this stage. Yo (speaking as the incoming secretary) made the meeting aware that improving Autscape's accounting procedures was intended to be a high priority for the new committee.

The interim accounts were approved by the membership (21 in favour, 0 against, 2 abstentions).

5. Elections to the management committee:

Larry announced the withdrawal of Kitt Cowlshaw's nomination.

All candidates were unopposed and consequently, in accordance with our constitution and decisions of the management committee on procedure, the following were elected to the committee without need of a vote.

Chair

Kalen [Proposer: Debbie Finucane, Seconder: Kalen]

Secretary

Yo [Proposer: Martijn Dekker, Seconder: Debbie Finucane]

Treasurer

Debbie Finucane [Proposer: Larry Arnold, Seconder: Alexis]

General Committee Members (up to 6 places available)

Trish Jubb [Proposer: Larry Arnold, Seconder: Debbie Finucane]

Kabie (Kerry Brook) [Proposer: Dinah Murray, Seconder: Selina Postgate]

Dave Gardner [Proposer: Dave Gardner, Seconder: Yo]

Peter Benie [Proposer: Kalen, Seconder: Yo]

Robin May [Proposer: Kalen, Seconder: Ruth Lavender]

Martijn Dekker [Proposer: Yo, Seconder: Peter Benie]

6. A.O.B.

There was a brief discussion about a proposed group photo.

Robin presented Larry with a token of appreciation from the 2008-9 committee.

Adrian Whyatt (member) spoke about whether events could be held in more accessible ways i.e. evenings/days, locally.

Adrian Whyatt (member) also spoke about improving governance and discussed rules about who should and should not stand for the committee.

At this point Yo (vice secretary) requested a vote on a point of order that 'This meeting decides not to discuss these issues at this time'. The meeting approved this proposal (24 in favour, 3 against, 1 abstention).

Adrian Whyatt was advised by members of the committee that he could further discuss such issues by joining appropriate subcommittees or the plan list.

The chair closed the meeting.

Autscape 2009 Accounts

For year ending 30th September 2009. All amounts are in Pounds Sterling.

Item	Expenditure	Income
Conference Fees		9,847.00
Donations		
Unrestricted		1,003.24
Restricted – <i>improved lanyards</i>		173.00
Restricted – <i>web services</i>		287.50
Surcharge for PayPal payments		93.39
Interest		0.10
Merchandise sales		367.72
Accommodation costs	5,495.00	
Childcare	563.25	
Printing	269.34	
Stationery	82.48	
Merchandise	239.96	
Web host	287.50	
Insurance	262.50	
Lanyards (2 years' supply)	253.00	
Badges etc.	58.96	
Postage	10.61	
PayPal service charge	100.38	
Organiser wear	52.95	
Sensory equipment	536.92	
Autscape 2010 venue deposit	1,278.00	
Totals	9,490.85	11,771.95

Total accruals: 2,281.10

Assets and Liabilities

Item	Liabilities	Assets
Lanyards		126.50
Sensory equipment		536.92
Bank account		6,507.12
Uncollected booking fees		5.98
Unpaid expenses	36.72	
Unpaid booking refunds	30.00	
Solicitor's fees relating to conversion to charitable company	499.25	
Totals	565.97	7,176.52