

**Minutes of the 54th Annual General Meeting of Early Years Scotland (EYS)  
held virtually via Zoom  
on  
Thursday 18 November at 9.30am**

**1. Welcome & Apologies.**

Marion Burns, Chair of Board and AGM, welcomed delegates to the 54th Annual General Meeting of Early Years Scotland. In line with EYS Articles, the meeting was quorate and held virtually via Zoom.

**2. Minutes of the AGM held on Friday 6 November 2020**

The minutes of the AGM held virtually on Friday 6 November 2020, having previously been circulated, were approved as an accurate record of the meeting.

*Proposed by: Fiona Barcroft, Pitreavie Playgroup  
Seconded by: Megan Smith, Kid Store Childcare*

**3. Matters Arising**

There were no matters arising.

**4. Chairperson's Report**

On behalf of the Board and EYS staff, Marion Burns thanked Barbara Dale, previous Chair of EYS, for her extremely valuable support and commitment to EYS for many years, in various capacities. Fraser Sanderson stepped down as Finance Director, and remains on the Board of Directors, thanks was given to Fraser for successfully leading the Finance Team for several years. Marion Courtney very kindly agreed to take up the post of Finance Director.

During these challenging times the Board very much recognise that staff have shown such dedication by continuing to ensure children and families receive the best possible support from EYS. The alternative and innovative ways to provide our services has been incredible and very much welcomed. Thanks was given to all staff.

EYS continues to be the voice of our members at Scottish Government level and has representation on various high level Scottish Government forums.

**5. Chief Executive's Report**

Jane extended thanks to Barbara Dale for her support and dedication to EYS. Personal thanks were also given to the Board and our funders for their support, especially during these challenging times.

The following key points from 2021-22 were noted:

- a) Deliveries of food and resource bags by our staff during these unprecedented times were very welcomed by our children and families.
- b) We are delighted that membership of EYS is higher than it has been in several years, with 1600 members.
- c) Easy read versions of Scottish Government Covid guidance were created for members and very positive feedback was received.

- d) EYS, in partnership with the Care and Learning Alliance (CALA), administered the Scottish Government Parent and Toddler Group grant scheme.
- e) EYS is currently in the process of recruiting new Board members to strengthen our already robust Board, with a focus on diversity.

Michele Doull, EYS Head of Professional Learning and Quality Assurance highlighted our new Impact Report which is available to view on our website.

## **6. Annual Reports and Accounts**

Gavin Curr, Martin Aitken & Co, Chartered Accountants presented the EYS Financial Report for the year 1 April 2020 – 31 March 2021.

Once again, the audit was conducted virtually due to the Covid-19 restrictions.

Gavin reported the following key points:

- EYS has had another clean audit, with no concerns noted.
- EYS continues to have very robust processes and procedures currently in place.
- EYS Reserves are in a healthy position.

*Proposed by: Andrew Tomlinson, West Barns Playgroup*

*Seconded by: Veronica McLeod, Largo Pre-school*

## **7. Strategic Plan 2021-2022**

The one-year strategic plan was made available to all members prior to the AGM and can also be found on our website. Going forward we will revert back to a 3-year Strategic Plan.

## **8. Appointment of Auditors**

Martin Aitken & Co. Chartered Accountants will continue as EYS auditors for the financial year until 31 March 2022. This was agreed by members.

*Proposed: Fiona Barcroft, Pitreavie Playgroup*

*Seconded: Theresa Jackson, Garscube Playrooms*

## **9. Resignation and Election of Directors**

The resignation and election of directors 2021-2022 are noted below:

- a) Barbara Dale resigned as Chair of the Board.
- b) Marion Burns is newly appointed as Chair.
- c) Fraser Sanderson stepped down as Finance Director and remains a director.
- d) Marion Courtney has taken up post as Finance Director.

*Proposed: Marion Smillie, Kidology Nursery*

*Seconded: Lindsay Dougall, Look Who's Learning*

## **10. Any Other Competent Business**

No Other Competent Business was reported.

## **11. Date and Venue of the 2022 AGM**

EYS Members agreed the date and venue of the next AGM will be delegated to the Board of Directors.

*Proposed: Theresa Jackson, Garscube Playrooms*

*Seconded: Andrew Tomlinson, West Barns Playgroup*

## **12. Close of Meeting**

Thanks was given to Marion Burns as Chair of the AGM and to the Board and staff for attending the AGM.

***Ends***