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**Minutes of the 56th Annual General Meeting of Early Years Scotland (EYS)**

**held virtually via Zoom**

**on**

**Thursday 22 February 2024 at 9.30am**

1. **Welcome & Apologies**

Jane Brumpton, CEO welcomed delegates to the 56th AGM. In line with EYS Articles, the meeting was quorate and held virtually via Zoom.

Dr Marion Burns, Chair of Board and AGM announced the following apologies:

* Teresa Ashmead
* Harriet Brace
* Sara Harkins
* Fraser Sanderson
* Martin Walsh

On behalf of the Board and EYS staff, Marion Burns thanked Beverly Malcolm (14 years' service) and Fraser Sanderson (16 years' service) for their invaluable support and commitment to EYS, they will now be stepping down from their roles as Directors on the EYS Board.

Martin Walsh has officially been noted as an EYS Director as he was appointed following the proxy vote from the 2022 AGM.

1. **Minutes of the AGM held on Thursday 24 November 2022 and Matters Arising**

The minutes of the AGM held virtually on Thursday 24 November 2022, having previously been circulated, were approved as an accurate record of the meeting.

There were no matters arising.

*Proposed by: Jacqui Black, Triangle Under 5’s*

*Seconded by: Fiona Matheson, West Barns Playgroup*

1. **Chairperson’s Report**

On behalf of the Board Marion Burns thanked Jane Brumpton, CEO, supported by Gillian Middleton, Depute CEO and the Management Team for their outstanding leadership during this very difficult year.

EYS has not been immune to the challenges affecting the Third Sector and the Board recognises the amazing ongoing commitment and passion of the EYS staff.

One highlight of the year was Glasgow Caledonian University hosting the International Play Association Conference in June this year, and Marion Burns was proud to be one of the speakers and submitted a research paper. EYS was involved in helping prepare the conference and the post-conference debrief.

Marion Burns and Jane Brumpton had a very positive meeting with Ms. Natalie Don, Minister for Children and Young People as EYS continues to be the voice for our members and children and young people.

Marion Burns thanked the Board for their expertise and Marion Courtney for sharing her vast financial knowledge, particularly during these challenging times.

**4.** **Annual Reports and Accounts**  
 Gavin Curr, Martin Aitken & Co, Chartered Accountants presented the EYS Financial Report for the year 1 April 2022 – 31 March 2023.   
  
 Gavin reported the following key points:

* No concerns were noted during the EYS audit.
* As part of the audit the EYS financial outlook is analysed beyond the audited year, and this was signed off with an unmodified report.
* EYS continues to have very robust processes and procedures currently in place.
* Many Third Sector organisations are facing the same challenges as EYS.

Gavin was thanked for his input and left the AGM at this point.

*Proposed by: Lindsay Dougall, Look Who’s Learning*

*Seconded by: Kim Williamson, Wormit Playgroup*

1. **Chief Executive’s Report**

Jane extended thanks to Marion Burns and Gavin Curr for their input. Marion Burns is a huge advocate for EYS and her support of the organisation has been invaluable.

This has been a difficult year for EYS as a charity, but we are fully aware of the challenges faced within the early years sector at present overall. Our National Membership Steering Group is an exceptional platform to enable members to voice their issues and concerns and share good practice, which we can then communicate to Scottish Government. If you would like to participate in our National Membership Steering Group, please contact us. We have also resurrected our locality meetings and they are either held in-person or online, nationally.

The EYS Members’ Governance Survey results have been shared with COSLA and Scottish Government for consideration, and suggested recommendations and good practice ideas were put forward. A meeting has been requested with COSLA and Scottish Government to discuss further.

The Care Inspectorate Survey has now been collated, summarised, and shared with the CEO of Care Inspectorate and Scottish Government colleagues for consideration, and a meeting will be scheduled to discuss next steps.

Jane thanked everyone for their ongoing support of EYS.

1. **Launch of new EYS Membership Categories**

Eliza Scoffield, Membership and Business Support Manager reported our new membership categories (Bronze/Silver/Gold), will be launched soon, and this will provide members with tailored benefits that suit requirements. Each setting will be moved to the most suitable category for their needs and by visiting *MyEYS* area on our website where a full list of benefits can be found.

We have recently changed insurance providers to Morton Michel and James McDonald, Business Development Manager, Morton Michel joined the meeting to present the benefits specifically designed to support and sustain settings.

Marion Burns thanked Eliza and James for their input and James left the AGM at this point.

1. **Appointment of Auditors**

Martin Aitken & Co. Chartered Accountants will continue as EYS auditors for the financial year ending 31 March 2024. In line with our Articles of Association we will seek additional quotes for auditing and accounting services for the financial year 2024-25. This was agreed by members.

*Proposed by: Fiona Matheson, West Barns Playgroup*

*Seconded by: Veronica MacLeod, Largo Pre-school Playgroup*

1. **Resignation and Election of Directors**  
   The resignation and election of directors are noted below:

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| --- | --- | --- |
| Beverly Malcolm | Resigned as Director | 29 September 2023 |
| Fraser Sanderson | Resigned as Director | 22 February 2024 |
| Martin Walsh | Appointed as Director | 24 November 2022 |

The following directors have been re-elected:

|  |  |
| --- | --- |
| Teresa Ashmead | Director |
| Harriet Brace | Director |
| Dr Marion Burns | Chairperson |
| Marion Courtney | Finance Director |
| Sara Harkins | Vice Chairperson |
| Khadija Mohammed | Director |

Approval was received to appoint two new EYS directors.

*Proposed by: Anne Marie Mackin, Hilltown OOSC*

*Seconded by: Elspeth Goldie, Craighead Country Nursery School*

1. **Any Other Competent Business**  
    No Other Competent Business was reported.
2. **Date and Venue of the 2025 AGM**

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

1. **Close of Meeting**

Thanks were given by Marion Burns as Chair of the AGM to the Board, staff, and members of EYS for attending the AGM.

***Ends***