

The Institute of Maxillofacial Prosthetists & Technologists



IMPT Council minutes from Extraordinary General Meeting dated Friday 23rd September 2022 Minutes taken by C. Louise Watson – Council member

Council Members:

Adrian Sugar	President	AS
Jason Watson	Chair	JW
Richard Eggleton	Honorary Treasurer	RE
Hitesh Koria	Honorary Registrar	HK
Trevor Coward	Education Officer	TC
Steven Hollisey-McLean	AIB Chair	SHM
James Dimond	Website Editor	JD
Edward Malton	Newsletter Editor	EM
C. Louise Watson	Minutes Officer	CLW
Adrian Kearns	Council Member	AK
Siân Campbell	Council Member	SC
Paramjit Kaur	Council Member	PK
Naimesha Patel	Council Member	NP
Charlotte Heath	Co-opted Council Member	CEH
Taran Malhotra	Co-opted Council Member	TM
Fraser Walker	Co-opted Retired Council Member	FW
Charles Fraser-Macnamara	Legal Representative	CFM

Welcome and Introductions	Welcome by Jason Watson, with members of the IMPT council available for questions. JW highlighted some of the developments that have occurred within the last year including a revised Membership document, AIB document, as well as introducing new roles within the IMPT council. New roles include CPD lead, Equality and Diversity lead, Communications lead as well as a retired co-opted member, this post will be a 12-month fixed term position similar to the general co-opted members. This will be a non-voting position. The introduction of this role is to retain expertise. To further fortify the council deputy roles have also been introduced.
IMPT Honorary Treasurer	The IMPT financial accounts for the year ending 31 st December 2021 have been sent to Companies House in accordance with legal obligations/requirements to approve all financial dealings.

	<p>The charities commission will also be sent the accounts via CFM. The IMPT need to approve both presented accounts (to the end of December 2021) and the auditors.</p> <p>Show of hands from the membership indicated acceptance of the accounts and the use of the current auditors.</p> <p>Accounts and Auditors proposed by JD</p> <p>Accounts and Auditors seconded by HK</p> <p>CFM - As the IMPT is a registered charity, the financial situation needs to be reported to the charities commission. As the annual income of the IMPT is under the annual threshold the commission do not require detailed accounts, it is also acceptable to reserve a surplus reserve of about four years of income. The IMPT annual income is in circa of £18 000 which is generally generated from membership fees.</p> <p>To maintain charitable status, a proportion of income generated needs to be spent on charitable causes (charitable guidelines) Spending on education is one such cause. JW highlighted that as a council/membership we need to have a plan in place for future spend.</p>
IMPT Chair & IMPT Legal Representation	<p>Articles of Association is the business guidance of the IMPT Council and was last modified in 1986, since then developments have occurred such as hybrid working that have made AofA invalid and now need to be updated to reflect these changes. CFM would like to completely rewrite the AofA, this was agreed by the membership.</p> <p>Whilst the AofA are been updated CFM would like to develop amendments to reflect hybrid voting for the next AGM, this was also agreed by the membership.</p> <p>To build resilience into council deputy/vice roles are proposed along with the rotation of roles. It is also proposed that a three-year term is incorporated within each role. If a council member moves role etc. thus creating a role vacancy the individual stepping into that role will complete the remaining fixed term of that role before the role is up for re-election, eg. this term may only be for 6 months. When a role is up for re-election the current role holder along with other council members can express an interest in the role. The fixed term of 3-years would provide opportunities for junior members of the council as well as the membership. CFM – not unusual to have fixed term for roles, especially senior positions. FW - Currently there is a lot of interest to join the IMPT Council, which hasn't always been the case. IMPT council members will vote on each role, with the chairperson if necessary, taking the deciding vote. Deputy/vice roles will not need to be voted on. The membership were in agreement to accept the 3-year fixed term rotation of roles, there were two objections by RE & EM.</p> <p>Three-year fixed term of each IMPT role proposed by JW</p> <p>Three-year fixed term of each IMPT role seconded by HK</p> <p>Due to the current AofA guidelines the hybrid (zoom) voting of the Council roles which occurred on the 29th July are invalid, therefore it is proposed that this procedure is repeated in the next physical IMPT council meeting scheduled for the 7th December 2022. It is requested that all council members vote in person.</p>

	2023 AGM needs to be a physical meeting to comply with the current AofA voting guidelines.		
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