

# **ALCOHOL PROBLEMS ADVISORY SERVICE and APAS TRADING Ltd.**

**Minutes of meetings of the directors held simultaneously at 62  
Ashbourne Road, DERBY, on Wednesday March 31<sup>st</sup> 2010**

**Present:** Nick Tegerdine                      Executive Director, in the Chair  
              David Harding-Price             Director  
              Michelle Trueman                 Director

**Apologies:** Andrea Spence

## **10/01            Declarations of interest**

None.

## **10/02 Minutes of the previous meeting(s) and 10/03 matters arising from those minutes (taken together)**

The minutes of the previous meetings and associated correspondence were agreed.

The Board noted the financial reports produced and agreed that the organisation was a going concern. Mr Tegerdine explained that the position with debtors was improving, adding that he had been very busy claiming sums that should have been claimed but which had not been. He added that a total of approximately £85,000.00 had been 'at risk' but that the majority if not all of this was now due to be received.

## **10/04            Election of Officers**

Mr Tegerdine proposed that Mr Harding-Price become the Chair of the organisation going forward. It was noted that the clinical experience of Mr Harding-Price, and his role in the management of charities, provided confidence to the major investors in the service, particularly the health care sector.

Ms Trueman seconded the proposal and Mr Harding-Price accepted the nomination.

Mr Harding-Price took the Chair.

## **10/05            Appointment of additional Directors until the next General Meeting**

Mr Tegerdine proposed that Andrea Spence be appointed. Mrs Spence was one of the original subscribers of the organisation, resigning when conflicting work pressures prevented her from making a meaningful contribution. Now

retired, Mrs Spence was a person with vast experience in the financial management of organisations, and with a history of involvement with the voluntary sector.

Mr Tegerdine explained that Mrs Spence had been unable to attend today due to a prior engagement.

Ms Trueman spoke of her knowledge of the work done by Mrs Spence and supported the proposal.

It was unanimously agreed that Mrs Spence be invited to join the Board.

Mr Tegerdine then explained that a number of members had expressed a wish to support the organisation. It was agreed that at the next meeting a process would be agreed to select additional Board members.

Meanwhile, a response from Fraser Brown, Solicitors, on the proposed variations to the Memorandum and Articles was awaited.

Mr Harding-Price and Mr Tegerdine thanked Ms Trueman for her support. It was agreed that being a person who had been employed by the organisation during 2008/09 she could provide a unique perspective on the processes and personalities that had been so difficult to manage and contain over the last eighteen months.

#### **10/06 Bank signatories**

It was unanimously agreed that Mr Harding-Price and Mrs Spence are confirmed as signatories to the bank accounts and given internet banking access.

Mr Tegerdine explained the arrangements currently in place and the signing authority arrangements. He agreed to revise the Standing Financial Instructions and to provide copies to all once done.

**The meeting closed.**

