



## Dignity 4 Patients

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Park Heights  
Grange Rath  
Drogheda  
Co. Meath

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Helpline Hours: 10:00am – 01:00pm

## 2022 – Dignity4Patients –AGM Meeting – MINUTES

Meeting Date: 23<sup>rd</sup> June 2022

Meeting Location: 1<sup>st</sup> Floor – 29 Park Heights – Grange Rath – Drogheda – Co. Meath.

Meeting Start Time: 19.45

Meeting adjourned at: 20.33

Minutes Taken By: Mr. Philip O'Donoghue  
Apologies: (Initials) PF - PM - PO'T- EF - (AR + PO'D +PTM + CS)  
Absent: (Initials) PF - PM - PO'T- EF - (AR + PO'D +PTM + CS)  
Present: (Initials) PF - PM - PO'T- EF - (AR + PO'D +PTM + CS)

Subscribers Present Gail McEvoy.

Meeting Type: AGM  Special   
Minutes read to Members: Yes  No   
Previous Minutes Agreed?  Proposed By: EF Seconded By: PF  
Quorum Requirements: 3 Members of 7 Requirements Met: Yes  No

### Agenda Items As Notified of:

1. Welcome and Introductions.
2. Apologies.
3. Election of Directors.
4. Minutes of Previous Meeting Accepted.
5. Adoption of the Auditor Report and Financial Statements for the year ended 31.12.2021
6. Consideration of the Chairpersons Statement for the Annual Report for the year ended 31.12.2021
7. Consideration of the Director's Statement for the Annual Report for the year ended 31.12.2021
8. Appointment of the Auditor and fixing of the remuneration of the auditors for the current year.
9. Consideration and approval of the current year Annual Budget.
10. Any other Business.

### Notification of Meeting

Next meeting tentatively set for June 2023 at the following location 29 Park Heights, Grange Rath, Drogheda.

(Insert date)

(Insert location)

### Adjournment:

There being no further business, PM declared the meeting adjourned by unanimous consent.

(Insert who)

Minutes Adopted by the Board in the meeting of XX<sup>th</sup> June 2021.

(Date of Meeting)

*Please ensure any handouts provided to Board Members are attached to a copy of the minutes for future reference.*

## 2020 – Dignity4Patients – AGM – MINUTES

### Agenda Item 1. Welcome and Introductions.

The meeting was called to order by PM and he welcomed all attendees to Dignity4Patients AGM and introduced those present.

### Agenda Item 2. Apologies

No apologies were offered on the night as all current board members were present in person.

### Agenda Item 3. Election of Directors

Previous to the meeting POT had informed the chairperson and the board of his intention to resigned. POT declared is resignation from the board and removed himself from re-election due to personal reasons. This was accepted by the remaining board members. PM informed the board of MA email to PM advising him of his resignation from the board, again due to personal commitments. The trustees accepted MA's resignation. POT offered to remain as an advisor to the board in the future and remained in attendance for the remainder of the AGM.

Results of the Election of Directors was as follows:

<u>EV</u>	proposed as a Director:	Proposed By: <u>PM</u>	Seconded By: <u>PF</u>
<u>PF</u>	proposed as a Treasurer:	Proposed By: <u>PM</u>	Seconded By: <u>EF</u>
<u>PM</u>	proposed as Chairperson:	Proposed By: <u>PF</u>	Seconded By: <u>PF</u>

### Agenda Item 4. Minutes of Previous Meeting

The previous minutes from the 2021 AGM was circulated to the board members prior to the meeting. All members confirmed they were in agreement in accepting the minutes from the 2021 AGM as presented.

**Proposed Resolution:** That the 2021 AGM minutes tabled at the annual general meeting be accepted.

Proposed By: EF Seconded By: PF

### Agenda Item 5. Adoption of the Auditor Report and Financial Statements for the year ended 31.12.2021

GM attended the AGM virtually via ZOOM and introduced herself to those present. The auditor's report was read aloud by GM and the Financial Statements were explained by GM to those present. Questions and Answers were offered but no questions arose in relation to the 2021 final accounts. The board were in agreement to accept the Annual accounts for 2021 as presented.

**Proposed Resolution:** That the 2021 auditors report and financial statements tabled at the AGM be Approved.

Proposed By: PM Seconded By: PF

The auditor left the meeting at approx. 20.00

### Agenda Item 6. Consideration of the Chairpersons Annual Report Statement for the year ended 31.12.2021

The draft statement was circulated to the board and members present and each read the statement. Consideration of the statement was made, and the board agreed with this use of this statement in the annual report.

**Proposed Resolution:** That the Chairperson's statement be adopted and used in the annual report.

Proposed By: EF Seconded By: PM

### Agenda Item 7. Consideration of the CEO's Annual Report Statement for the year ended 31.12.2021

The draft CEO report was circulated to the board and members present and each member read the statement. Consideration of the report was made, and the board agreed with this use of this report.

**Proposed Resolution:** That the CEO's Report be adopted and used in the annual report.

Proposed By: EF Seconded By: PM

### Agenda Item 8. Appointment of the Auditor and fixing of the remuneration of the auditors for the current year.

The expected costs for the retention of the auditor's was explained to the board by PF his recommendation was to continue with the current auditor. The Annual remuneration for the auditor was set at €2200+VAT for 2022 accounts and was approved by the board. The invoice for the 2021 audit of €2337 will be paid 30.06.2022 by PO'D.

**Proposed Resolution:** That McEvoy Craig & Associates be appointed as Dignity4Patients' auditor for the next reporting period and the current invoice be paid in full.

Proposed By: PM Seconded By: PF

### Agenda Item 9. Consideration and approval of the current year Annual Budget

The annual budget was circulated to the board and discussed at length; previous agreement was reaffirmed by all board members acceptance of this budget

**Proposed Resolution:** That the Annual Budget for 2022 tabled at the annual general meeting be accepted.

Proposed By: EF Seconded By: PM

### Agenda Item 10. Any other Business

PM offered all board members the option to ask questions regarding all of the above Agenda Items. No board members opted to ask questions. No other business relating to Dignity4Patients was discussed. The Meeting was closed by PM at 20.33

### Documents to be Filed and stored electronically.

Notice of AGM, Agenda of AGM, Minutes of Current AGM, Prior AGM Minutes, Signed Audited Accounts, Chair & ED Reports