



**SOUTH WESTERN FEDERATION OF MUSEUMS AND ART GALLERIES
CHARITABLE COMPANY - COMPANY LIMITED BY GUARANTEE
CHARITY NUMBER 1113399
COMPANY NUMBER 05536131
("SOUTH WEST FED" OR "SWF")**

ANNUAL GENERAL MEETING ("AGM") - MINUTES

Minutes of the 93rd annual general meeting ("AGM") of the South West Fed held 13.00 on 20 JUNE 2024 at The Salisbury Museum.

1. CHAIRPERSON

As Chair of the South West Fed's board of trustees ("BOARD"), Kristina Broughton ("KB") was appointed chairperson of the meeting and chaired the meeting throughout.

2. NOTICE AND QUORUM

The Chair REPORTED that due notice of the AGM had been given and that a quorum was presented and declared the AGM open. (A list of the attendees is attached to these minutes.)

3. BUSINESS OF THE MEETING

The chair REPORTED that the business of the AGM was to consider and (as necessary and if thought fit) approve the matters set out in the AGM notice.

4. AGENDA ITEMS

4.1 92nd AGM (2023) minutes

- (a) The Chair PRESENTED and those present RECEIVED a copy of the minutes of the South West Fed's 92nd AGM held 13 JUNE 2023 and REPORTED that these minutes

were approved by the Board. Those present in person and by proxy unanimously VOTED IN FAVOUR of approving the 2023 minutes.

4.2 Chair's report

- (a) The Chair PRESENTED and those present RECEIVED the Chair's report on the South West Fed's activities since the previous AGM. (A copy of the Chair's report is attached to these minutes.) Those present in person and by proxy unanimously VOTED IN FAVOUR of approving the Chair's report.

4.3 Financial accounts

- (a) The Chair PRESENTED and those present RECEIVED the South West Fed's accounts for the previous financial year. Those present in person and by proxy unanimously VOTED IN FAVOUR of approving the financial accounts.

4.4 South West Fed Board retirements and elections

- (a) The Chair PRESENTED and those present accepted the retirement of the following Board members:

- (i) Charlotte Churchill, Creative Programmer
- (ii) Rebeca Medrano, Creative Programmer
- (iii) Jess McKenzie, Creative Programmer
- (iv) Anna Somner, Membership Secretary
- (v) Secretary, Charlie Newman
- (vi) Madeleine Boylan George, Social Media Trustee

- (b) The Chair PRESENTED the nominations received (as duly proposed and seconded) and those presented in person and by proxy unanimously VOTED IN FAVOUR of accepting the following Board elections

- (i) Paola Palma, Creative Programmer (Proposed: Iona Keen;
Seconded: Anna Somner)

5. FILING AND ADMINISTRATION

- 5.1 IT WAS NOTED THAT filings to effect of the new director appointments and associated resignations would need to be made to Companies House and the new Trustees and resignations would need to be made to the Charities Commission.

- 5.2 IT WAS NOTED THAT a copy of these minutes would be made available on the South West Fed website in due course.

6. AoB

7. Close

There was no further business, and the Chair declared the meeting closed.

Signature

A handwritten signature in black ink, appearing to be 'K.B. [unclear]', written over a faint, illegible background.

20 June 2024

