



HFMA South Central AGM 2023 minutes

Microsoft Team Meeting

Thursday 2 November 2023, 11.30 – 12.30

Minutes

Attendees	Guests	Apologies	Minutes
Nicky Lloyd (NL) Chair	Danielle Lucas (DL)	Sharon Moore (SM)	Emma Brookes (EB)
Mike Clements (MC) Treasurer		Nikki Burnett (NB)	
Vickie O'Leary (VO)		Paul Gray (PG)	
Jane Cole (JC)		Tianen Guo (TG)	
Edd Newton (EN)		Aneel Pattni (AP)	
Lorraine Brabin (LB)			
Emily Hopkinson (EH)			
Alexander Webb (AW)			
Katherine Archer (KA)			
Alison Gordon (AG)			
Guy Dakin (GD)			
Martin Brabin (MB)			

Item	Business	Att	Who
1	Welcome & apologies		NL
2	Minutes of the last meeting: The minutes from the previous AGM were agreed as a true and accurate reflection of the meeting.	1	NL
3	Review of the South Central Branch and Branch activities for the period 2022/2023.		NL

The chair of the branch Nicky Lloyd (NL) noted the conference was a great success with 102 attending the conference. She added that the feedback received was extremely positive with so many of the committee involved.

It was noted that the CFO Lunch and Learn had been cancelled, but that a lunch and learn programme would be designed for the year ahead. The programme of events can be found on the branch MS Teams channel. Those in attendance agreed these types of session are very good as they are accessible for all and could be recorded for members to access at a later date.

The following sessions were discussed to be held over the year:

- environmental sustainability,
- career path type session.
- 'in discussion with' type sessions.
- career stories. JC volunteered to run a session of this nature
- a session on recruitment in the costing sector.
- a session for students and what can a host organization do to make it enticing to retain colleagues. It was agreed that a student could chair the event to aid their training and development.
- A session from national HFMA award winners.

NL

KA noted that OUH would be well-prepped to host a lunch and learn and specifically host an SPC charts session.

GD agreed to host an in-prov session 10-12 max for the session

NL noted that Productivity analysis, SPC charts, and how to get the most out of them (KA) and (EN) session at the conference had received great feedback and how organisations were implementing their techniques from the session

It was suggested that given the skills and knowledge of the committee, a session from each could be organised for members to help broaden their understanding of finance and other topics which would be hugely helpful to colleagues for progression.

It was asked the AGM attendees for their feedback relating to an online conference and a face-to-face conference at different times of the year to engage with a lot more people

A discussion on the future of the annual conference took place and it was asked if the conference/ sessions could be hybrid for colleagues unable to attend face-to-face. NL agreed that making it accessible for everyone is an option regarding the price for colleagues face to face and hybrid will have to be considered.

NL asked EB to circulate with the committee the organisation levy that the Yorkshire and Humber branch has adopted.

4	<p>Financial Update</p> <p>MC noted the two core financial sheets were included in the pack</p> <ul style="list-style-type: none"> • Balance sheet • Profit and Loss <p>The balance sheet has slightly changed as the conference was held in September and the end of the financial year is 30 June</p> <p>The cash balance was just below £30,000.00 and some is related to the conference income and expenditure that will follow.</p> <p>On the bottom of the balance sheet the Branch would like to reserve a balance of £20,000.00 and the development reserve should have a positive number but because of historic losses the branch is running in a negative.</p> <p>On slide 7 the profit and loss sheet as of year end June 2023 the branch made a loss of £5320.74 but on a positive note the conference made a profit and as this was the first conference for a few years which has reflected the budget.</p> <p>As noted from previous meetings the branch should make around £11,000.00 each year to cover the overheads for the year.</p> <p>A face-to-face conference is more profitable than an online conference but the conference needs to be accessible to more people.</p> <p>As previously mentioned in a meeting a levy could be imposed by every organisation within the patch to encourage income.</p>	2	MC
5	<p>Election of officers- confirmation of the HFMA South Central Branch.</p> <ul style="list-style-type: none"> • Chair: Nicky Lloyd • Treasurer: Mike Clements • Vice Chair: Katherine Archer 	3	NL
6	<p>Membership update</p> <p>Active members 309.</p> <p>(NL) would like to get to 509 an increase of 200 for the forthcoming year.</p> <p>(VO) requested numbers per organisation and a breakdown of different banding.</p>		NL
11	<p>AOB</p>		ALL