**Minutes of the Annual General Meeting (AGM) OF Friends of the Drop In for asylum seekers and refugees (FODI) held at 6.30 pm Monday 20/11/22 via ZOOM**

**Present-**

Committee members - Jane Nikolarakis, Steve Newman, Felicity Livsey, Sally Vivyan, Aby Eiluorior

FODI members- Sylvia Taylor, Wafaa al- Diri, Pam Wortley, Hannah Morgan, Geoff

Sandra Watt FODI – Manager

Fannie Ng’ambi – Operations assistant

**ITEM 1- Welcome**

Steve thanked everyone for attending and welcomed them and new members to the 2022 AGM. All attendees introduced themselves before proceeding.

**ITEM 2- Minutes of 2021 AGM and matters arising**

The minutes were agreed to be a true record. Sandra raised the issue under item 7 of a planned social gathering of volunteers to be held at Fiscus 5th December 2022, further details to be confirmed.

**ITEM 3 – Apologies for absence** were received from:

 Volunteer Pauline Shannon

**ITEM 4 – Management Committee Report**

Steve gave a summary of the Committee's Report, the full version of which was circulated before the AGM and will be uploaded to the FODI website. Thanks were given to Sandra and Felicity for help in formulating the report and supplying the necessary information to ensure accuracy. The report highlighted the many activities and events provided by FODI since the last AGM . Information was also given on the range of agencies FODI is currently networking with.

Steve thanked Sandra on behalf of everyone for all the hard work done since her appointment six years ago, a special thanks for her consistently going above and beyond her job role. Thanks also to Fanni who since her appointment as Operations Assistant has undertaken a huge amount of work. It was noted that Sandra and Fanni are the only two members of FODI in paid employment. Steve also thanked all the FODI volunteers for their hard work and commitment.

It was also noted that a special thanks should be given to Sandra and Sally for their tireless efforts in raising funds, through writing bids thereby securing funding from a range of agencies. As a result of their efforts FODI is in a position of financial security, the most secure it has been since its inception.

The Chair noted that a new Secretary was needed on the management Committee and a Treasurer to replace Felicity who after long service wished to stand down. The two positions were open. Members to consider who may be a suitable replacement and report to the Management Group

**ITEM 5 - Treasurer’s Report**

The Financial Statement was circulated in advance of the meeting covering the period April 2021 until March 2022. The Treasurer’s report together with an additional update for the period April to November 2022 was tabled at the meeting. Felicity confirmed that the financial report was based on figures produced by the accountant and endorsed by The Independent Examiner.

 Felicity noted that FODI was extremely grateful for all donations received including £25,000 from Lloyd's bank, £30,000 for this year from the National Lottery and £30,000 from Tudor Trust.This was core funding. Other organizations also contributed: for a full breakdown see the Treasurer's report, Sandra’s continuing success in securing funding and Sally’s help with funding bids remains a vital part of FODI's financial position.

Particular thanks was also given to Sunderland Council for various forms of support in the last 12 months including fresh fruit and vegetables and toiletries/food supplies. In addition, there has been food vouchers for all clients and later in Phase 3 of its Household Support Fund help for food for all and utilities costs for those with refugee status. This funding has been received as part of FODI’s membership of the BME Network. This has been very gratefully received although represents a lot of extra work for FODI staff.

Sunderland voted at their June council meeting to become a City of Sanctuary and will be working towards recognition of this status. FODI hopes to see significant support from SCC to fulfill this pledge.

Felicity was thanked for all her hard work as Treasurer and her long service to FODI. It was noted again that Felicity wished to step down and members should seek to secure a replacement.

**ITEM 6 - Looking Ahead**

Steve reported FODI has set up or were involved with lots of projects at the moment and was very busy. The Skimstone arts project at Pop Recs was underway with a view to a performance in March 2023 at the Unity Festival.

Fanni reported FODI's involvement in the Coastal Cuisine events in collaboration with Sunderland University, ICOS clients and Back on the map.

Blue Wave women’s dance project was going well with a celebration planned for January 13th, demonstrating what had been achieved. All welcome.

Further ongoing collaborative projects included Secret Garden and a project with Sunshine Co-op was on the horizon. In February, Sunderland Museum will involve FODI in a project called Sun Cultures based on travelling exhibition called Gathering Light which centres around a gold bronze age pendant on loan from the British Museum.

Involvement of FODI was with the intention of helping to enrich people's lives, a vital part of the work of FODI.

**ITEM 7- FODI Volunteers**

Sandra explained that FODI is dependent on volunteers, who give their time for free. She thanked all FODI volunteers and trustees for their excellent commitment and contribution. Two Induction sessions had been held, each was well attended. Certificates will be sent to client volunteers, who may find them useful to go with their CVs.

Sandra said it would be good to have a social event when possible, for volunteers to meet up, as had happened in the past.

**ITEM 8- ANY OTHER BUSINESS**

Pam raised the issue of people attending the Monday Minster drop in 'late' when in fact the website stated the hours to be until 1.30pm. Noted website under review and could not be changed at this time. Noted end times had to fit in with the schedule of the Minster.

New dates for Christmas opening at the Minster were tabled Tuesday the 20th December and 3rd of January.

**ITEM 10- BRIEF MEETING OF NEWLY ELECTED COMMITTEE**

The new committee had a brief meeting and the Chair and Treasurer were elected as follows:

Chair- Steve Newman (Jane Nikolarakis proposed Sylvia Taylor seconded)

Treasurer- Felicity Livsey (?)

Secretary- rolling minute taking by those with skills until the position is filled .

Trustees – Brenda Reardon(Sally Vivyan proposed Steve Newman seconded)

Jane Nikolarakis (Felicity Livsey proposed Aby Eiluorior seconded)

Zara Juma ( Steve Newman proposed Sally Vivyan seconded)

**The date and time of the next FODI committee meeting is 20th January, 2023, 1-2.30 pm**