

**BIRMINGHAM TALKING NEWSPAPERS
FOR THE BLIND & VISUALLY IMPAIRED c i o**

**NOTICE OF ANNUAL GENERAL MEETING
&
AGENDA**

**The meeting will be run via Zoom starting at 2.30pm
on Thursday 25 March 2021**

**The Board have agreed that the meeting will be
chaired by Vice-Chairman North David Gowdy
and the business session (items 3-7 below) will be
recorded**

- 1 Welcome**
- 2 Zoom arrangements**
- 3 Apologies for absence**
- 4 Annual report**
- 5 Financial report**
- 6 Structure**
- 7 Election of trustees**

Item 2: ZOOM

Zoom will be accessible from 2pm. Please plan to be early

Do log on early if you are not used to zoom. Check out how it works.

You will be in a "waiting room" for a short period before entering the main event. Please be patient as the register is completed.

**Initially you will be in a group of up to 20 people with colleagues.
Say hello and have a chat.**

Zoom only supports one person speaking at a time. It cannot cope with background noise so do please join us from a quiet place . The chairman will mute all microphones if necessary to kill background noise

Do remember that not everyone can see the screen - some people will be phone-only. Speak out into a silence and then listen a lot!

**BTNBVI AGM LOG-IN
Mar 25, 2021 02:00 PM**

Click to join Zoom Meeting

tinyurl.com/y9m662bs

Meeting ID: 883 4645 9374

Passcode: 150281

By phone - dial in using one of these numbers

0203 051 2874

0203 481 5237

0203 481 5240

0203 901 7895

Meeting ID: 883 4645 9374

Passcode: 150281

ITEM 4
BIRMINGHAM TALKING NEWSPAPERS
FOR THE BLIND & VISUALLY IMPAIRED cio

ANNUAL REPORT
25 March 2021

BTNBVI replaced Birmingham Talking Newspaper Association and came into being in October 2019.

This change had been instigated by the Association to enable improvements in its way of working. As a Charitable Incorporated Organisation BTNBVI trustees are now protected by this new limited-liability charitable framework and have a new standardised Constitution. The new trustees were looking forward to a busy 2020, the development of the new Board and a first business plan.

We learned with regret of the death on 21 Dec 2019 of our long-time Vice Chairman Mike Hughes. Mike had been instrumental in pushing ahead with the changes to the organisation and the formation of the cio.

In January the Board regrouped, welcomed new members, and drafted a developmental work-plan, starting with preparation for an Away Day in April.

Then the world began to react to COVID19. Both studios closed with only 3-4 hours' notice in February. In both cases the essential equipment was removed for use at home and both North and South teams rethought their recording and distribution arrangements. South stayed close to the centralised studio model, working from kitchen tables. North evolved to a fully-dispersed approach based initially on Skype but moving quickly to using mobile phone apps for recording.

Both teams are to be congratulated in maintaining the weekly Talking Newspaper production over the whole (and continuing) period of

COVID19 lockdown restrictions. Many other TNs have been unable to continue.

Listeners have been very loyal, but for many it has been difficult or impossible to return pouches every week. We have undoubtedly lost listeners just for those reasons and will need to look closely at our listener base and relationships in 2021.

The planned April Away-Day was of course an early victim of COVID restrictions. The Board tried several solutions to the problem of online meeting. We are now working on Zoom, but it would be fair to say the sense of "team" has not developed as well as if we had been able to meet face-to-face. Much of the policy and plan formation work has not yet advanced properly.

The original Board envisaged at least nine members. Today that number is five and one of those is a co-opted newcomer. The "new blood" intention has been eroded by events and does need to be reviewed.

The arrangements for the first AGM have occupied the final period in 2020 - creating the Membership and Voting register and encouraging candidates to come forward. The founding trustees are required to retire to allow a first proper election process to create a new Board.

Trustees 2020

Charles Ashton-Gray
28 Nov 2019 - 2 Dec 2020
Paul Bryce 28 Nov 2019 -
Daniel Collman 28 Nov 2019 -

David Gowdy 28 Nov 2019 -
Rob Halley
co-opted 17 Sept 2019 -
David Widney 28 Nov 2019 -

===== END =====

ITEM 5 Finance reports

The finance position in the three reports covers the transition from the old B T N A association model charity into the new c i o , and then the subsequent 12 months.

We inherited £40967.98 from B T N A

Our main expenses are for USB players and recording equipment and the hire of the studio space in South Parade, offset by donations and grants.

At end-Nov 20 the total assets came o £45261,04. Room hire has reduced and currently has ceased as a monthly cost. New listeners have been less frequent so player costs have been less than normal.

The full detail is in the three separate pdf files that are in the set issued for the AGM

===== end =====

ITEM 6
BOARD ORGANISATION 2021-22

The BTNBVI Constitution includes a short two-page "Rules" addendum which requires that the proposed organisation of the Board be reviewed and published to Members (see rule 3 below).

The initial organisation of the 12 trustee seats is shown in Rule 2

2. The Board of trustees will be organised as follows

Chairperson

Secretary

Treasurer

Vice Chairperson (North)

Vice Chairperson (South)

Editor in Chief

Marketing & PR

Fund Raising

Technical

*+ 3 seats available for Co-Option or for Nominated
Charity Trustees*

3. This organisation will be reviewed annually and may be modified by the Trustees but its proposed (incoming year) form should be published to Members each year as part of the process to seek new trustees.

In practice the roles across 2020 have been covered on a collective basis in the sense that several rest with a single individual or small group. No change of titles is proposed for the incoming year but it is recommended that the new Board reviews its organisation and makes in-year changes as needed. For example there has been a proposal to review the Vice Chair roles (and each Vice Chair currently has a different second role) The Board may also need to co-opt or appoint a non-trustee to a specific job.

===== END =====

ITEM 7
TRUSTEE NOMINEES

Name	Statement
BADGER, Tim	I've been volunteering with Birmingham Talking Newspaper as a technician at the south centre since 2016, and since the start of lockdown have added reading for the weekly news and magazines to my involvement. My working life is lecturing in nursing in Birmingham: from that I bring a variety of skills in organisation, team work, communication, problem solving, and day-to-day computer use, and a focus on getting things right for the 'customer', whether they're a patient, student, or TN listener.
BRYCE, Paul	Freelance Broadcast Journalist; Director, Birmingham Disability Resource Centre; Chair, Shropshire Disability Network.
COLLMAN, Danny	Long-standing BTNA trustee, Vice-Chair South, Editor-in-chief.
COLLMAN, Kathryn	I have been volunteering as a technician for South teams 5 and 7, also the Monthly News team, for just over two years, and have been taking part in remote reading and recording during lockdown. In a previous life I was a college librarian and have skills in resources management, customer service, team building, quality assurance and of course administration. I have undertaken various roles in my local Methodist church and circuit and for several years I have been a trustee of the Birmingham Methodist Circuit.

Name	Statement
GOWDY, David	I am an engineer by profession so not surprisingly I am a recording tech with North News Team 1. I helped form BTNBVI, and have been a trustee since its inception, as Technical trustee and as Vice Chair North. I have previously been a NHS Director, a trustee in a large choir (an early cio) and am currently a trustee in Tamworth & Lichfield Methodist Circuit
HALLEY, Rob	I spent my career in education. For the last twenty years I was Deputy Headteacher in a large comprehensive school in Hertfordshire. Having retired I became involved with several groups locally including BTNBVI as technician and trustee. Other activities include Sutton Coldfield Chamber Choir, Sutton Coldfield Ramblers, various U3A activities and as much travel as possible!
HUNTING, Lizzie	I was made redundant in July 1991 from a finance company where I was a business analyst 12 years. Since then I was the administrator doing the accounts at a local residential home belonging to my church, and later I was the manager of St Andrews Christian bookshop in Bournville until I retired in 2013. I started voluntary work with the Birmingham Talking Newspaper Association as as a reader on team 5 South, and in 2008 I trained as a recording technician when we changed from tapes to USB sticks. In 2015 I took over as the Area Coordinator for south and have been in that position since then. I am an active member of the Christian Life Church in Selly Oak and have looked after the finances for various children's groups in the past.

Name	Statement
JOHNSON, Alan	<p>Chartered physiotherapist and former chair and assistant treasurer of the committee of The Association of Visually Impaired Chartered Physiotherapists.</p> <p>In the nineties, nominated to serve on two national Quaker committees. Convenor, from 2007-20, of The Association of Talking Friends, a small charity producing recorded Quaker material for visually impaired Friends. Also committee member of The Quaker Disability and Equality Group, for three years.</p> <p>All my administrative experience has been directed towards changing the lives of visually impaired people- raising awareness of the value to the public of professionals with disabilities. More recently, ensuring regular access by visually impaired Friends to relevant and current material.</p>
WIDNEY, David	Former Chair BTNA. Weekly Magazine editor