



## **Minutes of the SOM Annual General Meeting June 24<sup>th</sup>, 2020 4-5pm**

Dr Will Ponsonby explained that the meeting and voting rights is for members only. He explained the voting procedures, as well as proposers and seconders throughout the meeting.

### **1. Apologies for absence**

Dr Will Ponsonby handed over to Honorary Secretary, Dr Tony Mawson, to give apologies. Dr Mawson showed the list of AGM 2020 apologies.

### **2. Minutes of the 2019 AGM and matters arising**

These were agreed. One matter arising was subscription rates for trainees. This was considered by SOM Board and Council and subsequently they were offered a 50% reduction of their membership.

*This was proposed by Dr Tony Mawson and seconded by Prof Anne Harriss.*

### **3. President's report and strategy 2020**

Dr Will Ponsonby discussed his work representing SOM and interacting with SOM members. Dr Ponsonby then progressed to COVID-19. He describes the mobilisation of the SOM Council, development of multi-disciplinary group forum, and a letter to the HSE regarding concerns during the early stages of the pandemic.

SOM with FOM also met with the Royal College of Physicians. SOM wrote to Matt Hancock expressing pandemic concerns. He demonstrated the campaign SOM has got behind in terms of health care worker protection and universal access to occupational health.

He explained the SOM's strategic aims:

- Attract and retain members and support their development
- Be a leading voice for occupational health
- Good management of SOM

Dr Will Ponsonby mentioned there has been a steady increase in membership and that SOM has progressed towards becoming a multidisciplinary organisation.

Dr Will Ponsonby thanked all staff members for their hard work.

### **4. 2019 trustees' report and financial statements, SOM & SOM – Honorary treasurer**

Dr Sheetal Chavda highlighted the annual report; the focus of 2019 was controlling costs and membership growth due to the deficit experienced in 2018. She described savings made through various methods:

- Moving offices, which has reduced rental costs
- Reducing salary costs
- Expenditure has been kept below budget through reducing meeting, journal, and website costs
- Income member subscriptions have increased by 3% from 2018

Dr Sheetal Chavda explained the aim was to encourage members to move online, which should save journal costs. The focus will continue to reduce costs and save unnecessary expenditure. This will lead to a small deficit in 2020. The board believe that the society will be able to weather this long-term. Prior year adjustments were identified in the charity due to the understatement of income from

appraisals, under accrual of publication costs and intercompany adjustments. This resulted in the reserves for the charity for the year ended 31 December 2018 reducing by £6,100 to £671,800 and for the group, reducing by £16,858 to £671,817”.

*The report acceptance was proposed by Dr Tony Mawson and seconded by Prof Anne Harriss. The Trustees’ report and Financial was agreed by 98% of members and approved.*

#### 5. Subscription rates for 2021

	2020 (based on RPI Index of 2.5%)	2021
Full Members	£230	235 (£215 if online journal only)
International	£165	175 (£160 if online journal only)
Associate Members	£85	90
Retired Members	£98	100 (£85 if online journal only)
Student	£26	£27

NB Direct Debit discount of £10 for full members and 50% discount for trainees

*This was proposed by Dr Vicky Mason and seconded by Dr Mike Goldsmith. 90% agreed with the increase in subscription rates and they were approved.*

#### 6. To elect auditors for the year 2020

Dr Sheetal Chavda proposed PKF Littlejohn should be elected as auditors for 2020.

*This was endorsed by Dr Tony Mawson and unanimously agreed.*

#### 7. Presentations and awards

##### a. **SOM Honorary Membership**

Dr Ivan Ivanov - mentioned a few words about the duty to advocate occupational health, and was honoured to receive the award

Dame Donna Kinnair – She experienced technical difficulties and could not give a speech.

Certificate provided to both with thanks

##### b. **Golden Jubilee Awards Winner**

Dr Duncan Parker won this award for a proposal to study occupational health in Vietnam and review the status of occupational health in the country. Unfortunately, he could not attend the meeting.

##### c. **Regional group of the year winner** – West Midlands

This group achieved the biggest percentage increase in membership numbers. Dr Helena Nixon mentioned a few methods they have used to engage locally and regionally,

##### d. **Best paper published in Journal of occupational medicine**

D Man Chang accepted the award and expresses thanks for the great honour it has been. He conveys his thanks toward all.

#### 8. Environmental policies

Dr Will Ponsonby recognised SOM member Dr Yvette Martyn for her passionate advocacy for these policy changes. He highlighted the reduction in carbon footprint due to the global pandemic and how some of these strategies should be continued to reduce environmental waste and usage. He suggested continuation of electronic meetings to help reduce travel. Dr Will Ponsonby proposes the use of other policies such as: sustainable travel if it occurs and reduction in office waste. He demonstrated examples of reduction in carbon waste such as decreasing printer cartridge use, and vegan and vegetarian options at meetings.

## 9. Nominations of President 2020/21 and Officers 2020-21

Past President	Dr David McLoughlin	Finishes at this AGM
Immediate past President	Dr Will Ponsonby	From this AGM
President	Professor Anne Harriss	President from this AGM
President Elect available	<i>Dr Jayne Moore</i>	<i>From this AGM (nomination paper)</i>
Honorary Secretary	Dr Tony Mawson	from 29 June 2016 (for up to 6 years)
Honorary Treasurer	Dr Sheetal Chavda	(3 yrs. with renewal for 3yrs from 6/2019)

Dr David McLoughlin stated his appreciation toward Dr Jayne Moore and her credibility as President Elect.

Dr Will Ponsonby explained how there were no other candidates for election and so a vote was not necessary.

Dr Will Ponsonby thanked Dr David McLoughlin for his work at the SOM. He also thanked Dr Charles Albert and praises his contribution toward the SOM and welcomes his replacement, Prof Neil Greenberg.

Dr Will Ponsonby concluded by giving Prof Anne Harriss the SOM medal virtually.

Prof Anne Harriss accepted the medal and returned her appreciation of Dr Will Ponsonby's work for the SOM.

## 10. AOB and Date of next AGM

Tbc July 2021 will be held with the Faculty of Occupation Medicine at the Royal College of Physicians in Edinburgh.

A video of thanks was played.