



Institute of Health Promotion and Education

Minutes of the 51st Annual General Meeting

8th October 2014, Directory of Social Change, London

1. Welcome & Apologies

Apologies were received from Council members: Derek Attwood, Siobhan O’Riordan and Charlotte Jeavons.

There was unanimous agreement that assets from the old company should be transferred to the new charitable company.

The meeting then became the first Annual General Meeting of the charitable company.

2. Presidency

John Lloyd handed over the presidency to Mark Forshaw.

- 3. Minutes of the 50th Annual General Meeting** – were proposed (R Cross), seconded (J Lloyd) and approved.

- 4. Matters Arising** – none.

5. Council Report Received

Achieving charitable status is hoped to open doors financially and to help attract new members.

Three people were acknowledged for their hard work and contribution during their time with IHPE: Kathy Lewis, Helen Draper and Pat Davies. Dawn Wills was welcomed as the new administrator.

The jewel in the IHPE crown is the International Journal. This is thanks to the efforts and collaboration of Siobhan O’Riordan, Stephen Palmer and Routledge.

The content and presentation of the President’s letter was complimented and the size of the journal discussed.

The newsletter is of an extremely high standard, thanks to the hard work of Sylvia Tilford with the support of Michael Watson.

Membership levels and finance are concerning. Corporate memberships are a potential target for future promotional activity.

Acceptance of the report was proposed (C Hart), seconded (S Cheater) and approved.

6. Financial Report Received

Sylvia acknowledged the support of Helen Draper and Pat Davies with financial activities during the past year. Three areas have influenced the current financial position:

- **Administration** – costs will rise as the mandatory tasks involved have changed
- **Legal Support** – costs will be exceptionally high to the change to the charitable company
- **Membership** – numbers continue to fall although there is potential to grow the number of members and therefore income

As well as a membership drive, the coming year will also see a review of subscriptions.

Acceptance of the report was proposed (B Qureshi), seconded (A de Barton-Watson) and approved.

7. IJHPE Report Received

The special edition received very positive feedback and it is hoped that the journal will soon achieve an impact rating.

Thanks was given to all those who have reviewed papers, especially as there has been an increase in the number of submissions. The standard of papers has improved and is very good.

The binding error experienced with one edition affected just a small number of copies and Routledge has given assurance that this mistake will not be repeated.

Michael is leading on the BMJ rapid responses to articles.

Acceptance of the report was proposed (M Watson), seconded (S Cheater) and approved.

8. Resolution 1 – Appointment of Independent Examiners of the Accounts

It was unanimously agreed that Milner Boardman Ltd, Chartered Accountants, would continue in this role for the coming year.

The resolution was proposed, seconded and approved.

9. Election of Council Members

The position of Honorary Secretary plus two Council member vacancies were available but not filled.

10. Any Other Business

10.1 Pitti Laungani Award

Pitti Laungani Award Best paper 2014 was awarded to M C Torni for the submission entitled: *'Micro-entrepreneurship programs and sexual health prevention among sex workers in Cambodia: is an integrative approach the way forward?'*

10.2 Subscription Levels

The contract with Routledge allows up to 300 members to receive the IHPE journal. Greater visibility during a membership drive is likely to be contained within this limit.

10.3 Thanks

Mark offered thanks to the members who had attended the meeting. He also acknowledged the contribution of all IHPE members and the members of the Council past and present for their hard work, plus John for his encouragement, work and support during his term as President.