

IFST AGM 2024

DRAFT

INSTITUTE OF FOOD SCIENCE & TECHNOLOGY

("the Company" registered number 930776 registered charity number 1121681)

Minutes of the 60th Annual General Meeting of the Company held virtually at 12:00 noon on Thursday 21 March 2024 via a Zoom meeting.

Present

Sterling Crew (SC) President and Chair
Helen Munday (HM) Past President
Maureen Edmondson (ME) Independent Assessor
Wayne Martindale (WM) Honorary Secretary
Alec Kyriakides (AK) Trustee
Sam Jennings (SJ) Trustee
Emma Weston (EW) Trustee
Chris Gilbert-Wood (CGW) Trustee

Alex Kent
Chris Ellyatt
Colin Dennis
David Paul Koenig-Green (by proxy)
Hazel Gowland
Ivan Bartolo
Jon Poole
Julian Cooper
Jurag Majtan
Lauren Rogers
Margaret Patterson

Priya Gowreesan
Purity Hrisca
R. Mahendran
Richard Marshall
Richard Ratcliffe
Samson Oyeyinka
Sue Bell
Titilayo Nosiri
Tom Hollands
Valia Christidou
Vera Botelho

In attendance

Anjna Patel-Holtham
Robert Edge-Partington
Deborah Kendale (DK)
Hayley Mahon (HMa)
Natasha Medhurst (NM)

60.0 IFST Announcement.

DK opened the meeting welcomed all attending electronically, outlined procedures for registration of attendance and voting. SC as President announced the following:

The IFST is today announcing the departure of the Chief Executive Tim McLachlan. Tim will be stepping down from his role on 31st March 2024 for personal reasons and I would like to express my thanks to him for leading the Institute over the past 18 months. I wish him every success in the future and I look forward to the exciting programme of work and events that the IFST team has planned in its Jubilee year.

DK declared the meeting quorate. DK reminded the meeting that only Institute Professional members (Members/Fellows) may vote, explained the voting method and asked SC to deliver the 2024 60th AGM of the IFST.

60.1 Welcome.

SC opened the meeting welcomed all attending electronically.

60.2 Apologies for absence.

SC reported Apologies and the following were received and proxy voting was noted where it was received.

Anita Kinsey
David Rosie
John Points
Ray Winger

60.3 Minutes of the fifty-ninth Annual General Meeting held on 30 March 2023 and matters arising therefrom (available on the IFST website or on request).

The minutes of the 59th Annual General Meeting were taken as read having been publicised in the notice of the meeting as available on the IFST website.

Proposer- Richard Marshall

Secunder- Tom Hollands

Vote- the Minutes were approved unanimously

60.4 Resolution 1: To receive the Financial Statements of the Company for the period ended 30 September 2022 and the report of the Auditors thereon and to consider the report of the Trustees (available on the IFST website or on request).

SC asked SJ, Chair of the Finance Committee to present and report the financial statements and accounts. SJ presented that the Institute had again reported a clean bill of financial health. Despite the difficulties of rising inflation the IFST's finances remain in a strong position. SC thanked SJ and the Finance Committee for their work.

SC asked the meeting to note the financial statement and noted that auditors report had not been received signed and as such, a vote on this resolution could not be taken currently. Once the signed auditors report and financial statements are received an Extraordinary General Meeting will be called 21 clear days after publishing them on the IFST website so that a vote can be called for them. SC asked if there were any questions.

There were no questions.

60.4 Resolution 2: To receive the report of the Independent Assessor 2022-23.

The report had been made available in the notice of the meeting on the IFST website. SC thanked the Independent Assessor, Maureen Edmondson for her report. SC asked if there were any questions regarding the Independent Assessor's report. There were none. SC asked those present to receive the report.

The Chair declared Resolution (2) had been passed.

60.5 Resolution 3: re-election of Honorary Secretary and extension of appointment of Independent Assessor.

SC noted that these appointments are made without the need for AGM approval and are noted here. SC asked the AGM to note the re-election of the following Trustee and Board Member:

Honorary Secretary and trustee – Wayne Martindale to serve for one more year as Secretary of IFST, an extension for an Officer of the Board eligible under Regulation 29c.

And to note the extension of appointment of Independent Assessor for one year for Maureen Edmondson. The Independent Assessor is not an Officer of IFST and is eligible to serve for another year under Article 30 of the Memorandum and Articles of Association. SC asked if there were any questions, there were none.

The Chair declared Resolution (3) had been passed.

60.6 Resolution 4: To note the election of Publications Committee Chair.

SC asked the AGM to note the appointment of other Chairs and Board Trustees. SC noted that these appointments that are made without the need for AGM approval and are noted here. Following an earlier call for a Vice Chair of Publications, Valia Christidou was appointed by the Board and will become Chair of the Publications Committee and Trustee as eligible under Regulation 29 (e)&(f).

Publications Committee Chair and Trustee - Valia Christidou

SC asked if there were any questions, there were none.

The Chair declared Resolution (4) had been passed.

**60.7 Resolution 5A: To note the appointment of other Vice Chairs:
SC asked the AGM to note the election of the following Vice Chairs.**

Vice Chair of the Scientific Committee - Alexis Guest

SC noted that this Standing Committee can appoint a Vice Chair with no requirement under the Regulations to note this at the AGM, but we find it good practice to do so. Future decisions on the Chair will be ratified by the Board as under Article 28b of the M&A of Association.

Vice Chair of the Finance Committee - Vanessa Fursden

SC noted the new Chair of the Finance Committee will be approved by the Board in advance of 2025 AGM. Nominations for Hon Treasurer of IFST will be sought in advance of 2025 AGM for a full election as Hon Treasurer in 2025. The Chair of the Finance Committee is Honorary Treasurer for IFST, a position requiring an open call for nominations (see Reg 29,30) which will be made prior to AGM 2025.

SC asked if there were any questions, there were none.

The Chair declared Resolution (5A) had been passed.

60.8 Resolution 5B: To note the re-election of Education and Professional Development Chair

SC reported that the Board has made the decision to combine the two Standing Forums of Education and Professional Development into a new Committee. The Board takes this opportunity to inform Members accordingly. Anita Kinsey has served 2 years as Chair of the Standing Forum on Prof Development and at the Board's request has led, Chaired and overseen the amalgamation of the two Forums into the new Committee.

Members are asked to note her additional year of office as Chair of the Education and Professional Development Committee (eligible under Reg 29e).

Members are asked to note the appointment of Marcin Paluch as Vice Chair of the Education and Professional Development as under Article 28b of the M&A of Association.

SC asked if there were any questions, there were none.

The Chair declared Resolution (5B) had been passed.

60.9 Resolution 6: To re-appoint Kingston Smith LLP as Auditors and authorise the Trustees to fix their remuneration.

Approval was sought by the chair.

Proposer – Jon Poole

Secunder – Richard Marshall

Vote – the resolution was adopted unanimously.

The Chair declared Resolution (6) had been passed.

60.10 Resolution 7: To note the IFST Jubilee 60 events.

SC invited DK to present IFST activities in 2024/25 for J60. SC noted the IFST Honorary Fellowship application was open and will be formally awarded in October 2024 at the IFST Autumn Conference.

60.11 AOB.

There was no AOB

SC concluded the formal part of the meeting.

Meeting closed at 1300