



## CORESS ANNUAL GENERAL MEETING

Friday 15<sup>th</sup> July 2022  
13:30 – 14:00

### MINUTES

<b>Present:</b>	Lord Ribeiro	CORESS Chairman
	Mr Denis Wilkins	CORESS Deputy Chairman
	Professor Frank Smith	CORESS Programme Director
	Mr Nicholas Markham	CORESS Trustee/Honorary Treasurer
	Miss Harriet Corbett	CORESS Trustee
	Dr Ed Fitzgerald	CORESS Trustee
	Mr Charles Ranaboldo	CORESS Trustee
	Mr Martin Else	CORESS Trustee
	Professor Ashok Handa	Advisory Board member
	Professor Narinder Kapur	Advisory Board member
	Baroness Finlay of Llandaff	Guest
	Professor Edwaldo Joviliano	Advisory Board member
	Dr Pallavi Bradshaw	Advisory Board member
	Mr Keith Conradi	Newly appointed Trustee
	Dr Mike Roddis	Newly appointed Trustee
	Professor Stephen Clark	Advisory Board member

<b>1.</b>	<p>Welcome and apologies for absence.</p> <ul style="list-style-type: none"> <li>• The Chairman welcomed all attending, noting the symposium will follow afterwards.</li> <li>• Mr Wilkins advised the meeting is recorded for note taking.</li> <li>• Baroness Finlay, Mr Keith Conradi and Dr Mike Roddis were noted as joining the meeting as a guest and newly appointed Trustees respectively.</li> </ul>
<b>2.</b>	<p>Minutes.</p> <ul style="list-style-type: none"> <li>• The last AGM meeting minutes were reviewed, (Doc A). No items of fact were raised for amendment. The Chairman accepted the minutes as received.</li> </ul>
<b>3.</b>	<p>Reports of Officers. (All reports were circulated in advance of the meeting.)</p> <ul style="list-style-type: none"> <li>• <b>Chairman's Report</b> (Doc B) – the Chairman noted the report content is full, opened for floor to questions, none raised.</li> </ul>

- **Programme Director’s Report** (Doc C) – Professor Smith put his report forward as context for the year.
    - Publishing – highlighting the main business of CORESS is publishing educational vignettes and drawing attention to the list of recent publications in his report. Acknowledgement was made to the Specialist Representatives, for the reports and their analysis.
    - Presentations - events reported as recently attended included, Future Surgery – presenter Professor Smith, Vascular Association – presenter Lord Ribeiro and ASGBI – presenter Mr Will Hawkins of the Advisory Board.
    - Support – thanks were given to the Honorary Treasurer and Programme Administrator for their work across the year.
    - Building relationships to reach target Audiences – thanks were extended to Mr Conradi, formerly HSiB, for joining CORESS Board and Mr John Machin of GIRFT for joining the Symposium. Other new contacts of note included NHS Improvement and International Red Cross which has recently made contact.
    - CORESS Communications Director – the appointment of Clara Munro, Surgical Trainee providing focus on raising CORESS profile and liaising with trainee organisations.
    - Branding and App – Professor Smith outlined the Pro Bono marketing and branding work completed by ‘We are Superstar’, now working on the development of the CORESS App for vocal reporting via mobile phone.
    - Professor Smith expressed thanks to the four demitting Trustees, for their help and support. Also thanking the sponsor and partners, MDU, AXA Health, WPA, HSF, KLF and Southwest Surgeons.
  - **Financial Report and Accounts** (Doc D) Points highlighted by Honorary Treasurer Nick Markham:
    - Awareness – Mr Markham noted the focus for the year has been on increasing of visibility and awareness including the re-branding exercise as part of this work.
    - Fundraising – successful activities, which have enabled CORESS to progress as it has this year. Sponsors supporting CORESS and contributing are AXA Health and MDU. Current bank balance stands at £22k.
    - Key expenditure – other than Administration and Website, of note, the money invested in producing the App, now in the final stages ready for a late summer release.
    - Full auditor report submitted for detail and review.
  - Chair thanked all for their work this year
- Actions:**
- **Send papers on to Baroness Finlay following the meeting – Administrator**

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Officers and Trustees:

	<ul style="list-style-type: none"> <li>• Demitting - The Chairman listed the Trustees demitting, Mr Wilkins, Mr Tait, Mr Else and Mr Magennis acknowledging their contribution and expressing the intention to hold a celebratory event later this year.</li> <li>• Trustees standing – the remaining Trustees have indicated they will stand; Ms Corbett, Mr Fitzgerald and Mr Ranaboldo.</li> <li>• New Trustees – The Programme Director advised Mr Keith Conradi and Dr Mike Roddis were elected as Trustees in the Board of Trustee Meeting prior to the AGM today. The Chairman welcomed them both.</li> <li>• Officers: <ul style="list-style-type: none"> <li>▪ Chairman – Lord Ribeiro will stand until succession in 2023</li> <li>▪ Programme Director – Professor Smith will stand until succession.</li> <li>▪ Honorary Treasurer – Mr Markham will stand.</li> </ul> </li> </ul> <p><b>Noted:</b></p> <ul style="list-style-type: none"> <li>• <b>The Chairman minuted that all were now elected.</b></li> </ul>
6.	<p>Open forum:</p> <ul style="list-style-type: none"> <li>• The Chairman opened the floor to any questions. None raised.</li> </ul>
7.	<p>Meeting close:</p> <ul style="list-style-type: none"> <li>• The Chairman closed the meeting.</li> </ul>