



The Association of Representatives
of Old Pupils' Societies



ANNUAL GENERAL MEETING 2011

To be held at St Paul's Girls' School, Brook
Green, Hammersmith, London W6 7BS

Thursday 13th October 2011 at 7.00pm.

AROPS, via Independent Schools Council

St Vincent House

30 Orange Street

London WC2H 7HH

www.arops.org.uk

W T Gillen
14 The Shimmings
Boxgrove Road
Guildford GU1 2NG
Tel: 01483 505293
Email: william.gillen@tiscali.co.uk

September 2011

AGM Thursday 13th October 2011

Dear Representative,

I have great pleasure in enclosing full details of the 2011 AGM, which will take place at St Paul's Girls' School, Hammersmith, London W6 7BS at 7pm by kind permission of the High Mistress, Ms Clarissa M. Farr MA. Tea and coffee will be available from 6.30pm.

The AGM is an important occasion, of course, not only because of the election of the Committee and Officers for the next year, but also because of the discussions on a wide range of topics that follow the routine business; and I therefore hope that as many of you as possible will be able to attend. In addition, the AGM affords an opportunity to discuss the content of the programme for the next annual conference, which will take place at Rugby School on Saturday, 12th May 2012.

Please can you return the enclosed booking form to Peter Booth (Registrar), 2 Chapel Terrace, North Warnborough, Hook, Hampshire RG29 1DZ. Thank you.

With all good wishes

Yours sincerely

Bill Gillen
Chairman

NOTICE OF ANNUAL GENERAL MEETING

to be held at St Paul's Girls' School, Brook Green, Hammersmith, London W6 7BS on Thursday 13th October 2011 at 7.00pm.

By kind permission of the Principal, Ms Clarissa Farr, MA (Exeter), PGCE (English)
After the formal meeting there will be an opportunity to discuss matters of general interest.

AGENDA

1. Welcome and Introduction
2. Apologies for Absence
3. Minutes of the Annual General Meeting held on 7th October 2010 – circulated January 2011
4. Chairman's Report - herewith
5. Treasurer's Report and Adoption of Accounts - herewith
6. Election of Honorary Auditors
7. Rate of Annual Subscription (See Note 1 overleaf)
8. Election for 2011-12 of
 - a) Chairman
 - b) Secretary
 - c) Treasurer
 - d) Registrar
 - e) Up to ten Executive Committee members
(See Note 2 overleaf)
9. Any Other Business appropriate to an Annual General Meeting

M. J. Freegard
Hon. Secretary
September 2011
Please refer to the notes overleaf

AGM NOTES

1. The Committee will propose an increase in the Subscription rate (which has remained unchanged at £18 since 1998) to £28.
2. Any nominations for the Executive Committee should be received by the Secretary by no later than 5th October 2011. Every nomination should be signed by the proposer and seconder, and countersigned by the nominee. Forms of nomination are available from the Secretary on request (tel. 020 8341 2521; email:mjf33@talktalk.net). The following nominations have already been received:
Chairman, Secretary, Treasurer and Registrar: the present office-holders;
Committee Members: Mrs Jill Dixon (City of London OGA), 8 of the 10 members elected at the 2010 AGM and one currently co-opted member.
3. Please return the reply form (and payment) to the Registrar, Peter Booth, 2 Chapel Terrace, North Warnborough, Hook, Hampshire, RG29 1DZ to arrive no later than 5th October 2011.
4. Receipt of the reply form (and payment for the buffet supper) will be acknowledged by e-mail (by post if you have no e-mail address).
5. Please remember that if it is not possible for you to attend the AGM as a Representative of your Society, then you may always arrange for another member of your Society to attend, and he or she will be very welcome, as will other members of your Society and guests.

CHAIRMAN'S REPORT

I have great pleasure in presenting the Chairman's Report for the year 2010-2011 which will be tabled at the AGM on Thursday, 13th October 2011 at St Paul's Girls' School, Hammersmith, London.

The highlight of the year was the excellent annual conference, held on 7th May at Kingston Grammar School, where everyone was made most welcome by the Head, Sarah Fletcher MA, her staff and the Old Kingstonian Association led by Andrew Day. The programme included memorable addresses by Rita Boswell BA, MA, RMSA, the distinguished co-ordinator of the Schools Archivists Group, and by Nick Akerman (Old Decanian Society) whose chosen topic was "Attracting Younger Members". A lively Question Time (chaired by Tim Cunis, Old Pauline) and helpful afternoon discussion groups completed the day's programme. The Kingston Conference was meticulously and patiently planned by Keith Balkan the School's Alumni Officer, and AROPS is hugely indebted to him.

The 2012 Annual Conference will take place on Saturday, 12th May at Rugby School, Warwickshire. Tracey Lawson, Executive Assistant to the Old Rugebian Society, has been co-opted to the Committee to provide the necessary liaison.

During the course of the year the Committee has met five times and, prior to the September meeting, an afternoon strategy session was held when the aims and objectives of AROPS were reviewed. It is expected that the outcome of the strategy session will be considered by the new Committee at the forthcoming meetings.

Tristan Bradley was appointed AROPS Administrator last September and we thank him warmly for his impressive work and initiatives with regard to the database, website and social media (Facebook, Twitter, Linked-In) and also for the new higher standard of presentation of AROPS material.

Peter Booth (Registrar) is planning another workshop on electronic communication to be held in February 2012 at Queen's Gate School, South Kensington, London. Details to follow.

Finally, my sincere thanks to all those who supported the 2010 AGM and the 2011 Annual Conference. I am indebted also to my fellow Committee members for their continued support and especially to the President, Margaret Carter-Pegg (Old Crohamian); Secretary, Michael Freegard (The Haileybury Society); and Treasurer, Tim Neale (Old Radleian).

I will look forward to seeing as many of you as possible at the AGM on Thursday, 13th October.

Best wishes to all Societies and their schools.
Bill Gillen, Chairman

ACCOUNTS

TREASURER'S REPORT FOR THE YEAR ENDED 30TH JUNE 2011.

I have pleasure in presenting the accounts, which have been prepared on the same basis as in the previous year.

As anticipated at the last Annual General Meeting there is a deficit for the year, which amounts to £4,352 compared with a deficit in the previous year of £33.

The deficit is mainly due to the appointment of the Administrator at a cost of £6,000 but this has been partially offset by the reduction in the cost of printing.

As there is no increase in the subscription until next year, there will be a similar deficit for the current year, which will be met out of the Association's Funds.

The reappointment of the Auditors, Wandle House Associates, will be proposed at the Annual General Meeting.

T.P.G.Neale,
Honorary Treasurer.
September 2011.

ASSOCIATION OF REPRESENTATIVES OF OLD PUPILS SOCIETIES

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2011

	2011		2010	
	£	£	£	£
<u>Annual General Meeting</u>				
Receipts	720		666	
Less:				
Catering	<u>628</u>		<u>579</u>	
Surplus		92		87
<u>Conference</u>				
Receipts - Conference	2,460		2,075	
- Dinner	805		1,200	
	<u>3,265</u>		<u>3,275</u>	
Less:				
Catering & School's Expenses	<u>2,963</u>		<u>3,282</u>	
Surplus/ (Deficit)		302		(7)
<u>Schools at War</u>				
Sales	<u>103</u>		<u>70</u>	
Surplus		103		70
<u>General Fund</u>				
<u>Income</u>				
Subscriptions less refunds	5,004		5,022	
Interest				
HSBC	1		2	
Scottish Widows Bank	146		138	
M & G Shares	151		189	
	<u>5,302</u>		<u>5,351</u>	
<u>Expenditure</u>				
Administrator	6,000		-	
Committee expenses	449		709	
Printing, photocopying & stationery	843		1,631	
Committee meeting expenses	818		720	
Postage	646		532	
Handbook & mailing	844		1,059	
Survey	233		-	
Flyers	-		100	
Website	-		268	
Guests at AGM and conference	24		150	
AGM room hire	226		-	
Facebook workshop	-		295	
Data protection	35		70	
Sundry	33		-	
	<u>10,151</u>		<u>5,534</u>	
		<u>(4,849)</u>		<u>(183)</u>
Deficit		<u>(4,352)</u>		<u>(33)</u>
Funds brought forward		<u>25,995</u>		<u>26,028</u>
Funds carried forward		<u><u>21,643</u></u>		<u><u>25,995</u></u>

ASSOCIATION OF REPRESENTATIVES OF OLD PUPILS SOCIETIES

BALANCE SHEET

AS AT 30 JUNE 2011

	2011		2010
	£	£	£
<u>Investment</u>			
M & G Gilt & Fixed Interest Income Fund (Market Value £8,251 (2010 £8,013))		7,472	7,321
<u>Current Assets</u>			
Cash at bank -			
HSBC Community Account	2,000		650
HSBC Money Manager Account	728		727
Scottish Widows Bank plc	<u>11,443</u>		<u>17,297</u>
		14,171	18,674
		<u>21,643</u>	<u>25,995</u>
<u>Represented by</u>			
		<u>21,643</u>	<u>25,995</u>
<u>Funds</u>			

Note

Subscriptions in arrears have not been accounted for and no value has been placed on the stock of 'Schools at War', which has a net cost of £1,690.



T P G Neale
Hon Treasurer

We have examined the books, bank statements and vouchers of the Association and report that the above income and expenditure accounts and the balance sheet as at 30 June 2011 are in accordance therewith.



Wandle House Associates
Chartered Accountants

Wandle House
47 Wandle Road
Croydon
CR0 1DF

16 August 2011

AROPS AND SOCIAL NETWORKS



Facebook has proved to be an invaluable resource for many OP Societies. AROPS can be found at www.facebook.com/ukarops



Twitter is a quick and efficient way of updating contacts of events and news. The AROPS Twitter feed automatically updates a feed in the members' area of arops.org.uk, the AROPS Facebook page and its LinkedIn page.

AROPS can be found at www.twitter.com/aropsuk



LinkedIn is the business equivalent of Facebook. Many societies are finding it a useful way of arranging business networking events for past pupils and careers events for current pupils.

As yet we do not have a short URL as this is not a facility that LinkedIn offers to groups (though it does to individuals). The group can be found by searching for “AROPS LinkedIn”.

ANNUAL GENERAL MEETING - THURSDAY 13TH OCTOBER 2011

Please return this form to:

Peter Booth, 2 Chapel Terrace, North Warnborough, Hook, Hampshire, RG29 1DZ.

- I wish to attend the Annual General Meeting and Buffet Supper
(£22 per person – cheques payable to AROPS)
- I wish to attend the AGM only (no charge).
- I regret that I am unable to attend the AGM.

Name:

Name of School:

Society:

Guest(s)VA:.....

.....

*My entry in the 2011-12 Handbook is correct. Yes/No.

*Please amend my entry in the 2011-12 Handbook for the 2012-13 Handbook as follows:

Name:

Address:.....

.....

.....

Name of School:

Society:

Tel (Home):

Tel (Office/Mobile):

E-mail address:.....

**Please delete as appropriate.*

Please return to Peter Booth, 2 Chapel Terrace, North Warnborough, Hook, Hampshire RG29 1DZ, address as above, by no later than Wednesday 5th October.