

**Minutes from Extraordinary General Meeting (EGM)  
Spring BrAVO 5.April 2017 1pm**

In attendance approximately 110 members  
Requirement for voting = minimum 20 members

Minutes taken by Ida Gilbert  
Committee Members present:

Tim Knott	Honorary Chairperson
Ida Gilbert	Honorary General Secretary
Natasha Mitchell	Honorary Membership Secretary
David Nutbrown-Hughes	Website and AV
Mike Rhodes	Editor and Scientific Sub-Committee
Helen Appelboom	Hotel and Conference organiser
Michael Zigler	International Liaison and Travel/research grant coordinator
Alistair Oldfield	Scientific Program organiser
Jenny Lambert	Clinical auditor
Christine Heinrich	Scientific Program Organiser

Apologies from Rachel Grundon (Scientific Sub-Committee) and Rob  
Lowe (Honorary Treasurer)

An Extraordinary General Meeting was called by Tim Knott, BrAVO Chairman, having been approved by the BrAVO Committee, to ratify changes to the BrAVO constitution and to elect new officers and Committee members.

Tim thanked the members for their comments regarding the proposed changes which had been available on the website prior to the EGM.

1. **Ratification of changes to the constitution:** The Chair asked for confirmation by show of hands that all members had been able to see the proposed new constitution on the website – this was given by show of hands. Changes were highlighted and put to a vote of the membership. The proposed new constitution was confirmed by unanimous vote of the attending member. The changes highlighted were:
  - a. A Senior membership category was introduced from age 65. This will be free of charge, but in order to remain on our

active member's list, they will need to re-join every year. They can still vote and we would welcome them to hold office.

- b. That honorary members will have the right to both vote and hold office.
- c. The membership year runs 1.April – 31.March (but, members can renew from January). Early membership will be allowed from Dec 1<sup>st</sup>. *The members where advised that this may be changed to make the proposed new membership management system work better.*
- d. Printed copies of notes no longer to be posted.
- e. Members no longer need to give written notice to leave the organisation.
- f. AGM to be held within 8 months of start of financial year to allow it to be held (as it usually is) at our Autumn meeting.
- g. Committee structure. Members can hold 3 x three-year terms on the Committee.
- h. We have increased the number of Committee Members from 7 to 11.
- i. In addition to the Committee Members, we currently have 3 officers: Chair, Treasurer and Honorary Secretary.
- j. The Officers are nominated by the Committee, elected by the Committee and ratified by members showing their hands.
- k. Potential new committee members volunteer themselves and are considered by the Committee and then ratified by members showing their hands.
- l. Officers can stay on for a further 3-year terms or more if elected to do so.

- m. The Honorary Secretary role can be a shared role, divided into Membership Secretary and General Secretary.
  - n. We have introduced a line of succession for the Chair: Junior Vice Chair, Chair and Senior Vice Chair. The latter is intended as a back up if the Junior Vice Chair and Chair are indisposed and can act as an advisory to the Committee as well as attend Committee meetings.
  - o. The Committee members get no direct perks, but they get free membership and free attendance to meetings. They need to pay for the hotel costs at the Autumn meetings.
  - p. The Committee can choose to employ a professional secretariat if they wish.
2. The structure of the current committee was explained by the Chair. The lengths of service of the current committee discussed and thanked. Members were reminded that they are encouraged to take a more active role in the running of BrAVO and asked to contact one of the committee members should they be interested in serving.
3. **Election of officers:** Tim advised that his term as Chair ends at the end of the Autumn meeting. The committee's election of the following officers was ratified by a unanimous show of hands.
- a. Honorary Junior Vice Chairperson: Ida Gilbert (previously Honorary Secretary shared with Tash Mitchell)
  - b. Honorary Secretaries:
    - i. Membership Secretary: David Nutbrown-Hughes (continuing to look after Website and Audio-Visual)
    - ii. General Secretary: Negar Hamzianpour
  - c. Honorary Treasurer: Alistair Oldfield (previously Scientific Program Organiser) – taking over from Rob Lowe.

4. Tim offered a formal thank you to Rob Lowe for his long service to the BrAVO committee which was recognised by the members by applause.
5. **Honorary auditor:** The Chair explained the role of Auditor - to give an independent overview of the financial dealings of BrAVO and specifically to audit our annual accounts. Tim formally thanked all applicants for this position. An auditor has been provisionally selected and will be confirmed once they have formally accepted the position. The possibility of this being a shared position should the incoming treasurer and the committee feel this is of benefit was mentioned.
6. **Election of new committee members:** Four people had been co-opted onto the Committee and invited to join the Committee meeting (Tues 4 April): Negar Hamzianpour, Chris Dixon, James Rushton and Charlie Barton. All four have advised that they are happy to stand for election and were elected by a unanimous show of hands by the members.
7. **Travel Scholarship** to be re-named Travel and Research Scholarship. It awards up to two £1000 scholarships per year. Michael Zigler manages this. Tim formally thanked both Michael Zigler and Mike Rhodes for their current and historic help with the scholarship. Members were encouraged to apply. One scholarship was awarded (Claudia Hartley, *Treatment of a Critically Endangered (IUCN Red List) Orangutan (Pongo pygmaeus) Following Trauma from Multiple (>100) Air-rifle Pellet Injuries*)
8. BrAVO's aims or "jobs" were discussed. BrAVO was established to educate and train Veterinary Surgeons in veterinary ophthalmology, and to promote the practice, teaching and research of animal ophthalmology. The Chair proposed that this be amended to include a commitment to improve animal welfare as well. The change to the aims of BrAVO (" to improve animal welfare") was put to a vote and confirmed by a unanimous show of hands.

9. **Disease surveillance project:** The difference between this project and the evidence based medicine project currently led by Jenny Lambert was explained. The members were advised that a new position has been created within the Committee with the aims of:
  - a. Investigating new and existing schemes for disease surveillance with a view to ensuring that ophthalmic disease and risk factors for ophthalmic disease is included in these schemes. Existing schemes such as the Kennel Club, the Eye Scheme, vet compass and and SAVSnet were discussed briefly.
  - b. Exploring other methods by which BrAVO can contribute to the identification of emerging ophthalmic disease and monitoring of changes in factors affecting the incidence of new and emerging disease. The possible development of a BrAVO led database was discussed briefly.
  
10. **BrAVO Logo.** The Chair apologised that this project had not been completed in time for the 25<sup>th</sup> anniversary of BrAVO. A few new logos have been suggested as well as keeping the old one. Chris Dixon to look into this with the aim of organising a vote amongst the members.
  
11. No other business was brought forward.
  
12. The Chair thanked the committee for their help and closed the meeting.