



**BIRMINGHAM DISABILITY RESOURCE CENTRE
COMPANY NO: 2897250**

**EXCERPT OF NOTES OF ANNUAL GENERAL MEETING
HELD ON THURSDAY 14TH OCTOBER 2021 AT 12.30**

The Board of Birmingham Disability Resource Centre have taken the decision to hold Meetings by phone or online until further notice. This decision has been taken to demonstrate good governance of the Charity

Present (in alphabetical order by surname):

Andy Beaton – DRC Director and Vice-Chairperson and Member
Paul Bryce – DRC Director and Member
Brigid Lawlor – DRC Director and Member
David Lloyd – DRC Director and Treasurer and Member
John MacMahon – DRC Member
Deborah Phillips – DRC Director and Member
Tim Phillips – DRC Director and Chairperson and Member

THURSDAY



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24/03/2022

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COMPANIES HOUSE

In attendance (in attendance order by surname):

Sarah Barber-Jones – Fundraising and Marketing Manager at DRC
Samina Bibi – Executive Officer at DRC, in the role of Note-taker
Emma Costanza – Head Of Operations at DRC and proxy for Val O'Garro, Member
Louise McKiernan – Chief Executive & Company Secretary at DRC
Nichola Venables – Auditor/Senior Manager at Haines Watts
Phil Wheelhouse – Finance Director at DRC

5. Amendment to Memorandum and Articles of Association

Special Resolution to Approve Amendments in relation to the Holding of Virtual Meetings

It was proposed that the Memorandum and Articles of Association be amended to reflect the requirement for virtual Meetings since the pandemic last year. It was proposed that the following point had be added at clause 9 and the subsequent text renumbered.

PARTICIPATION IN MEETINGS BY ELECTRONIC MEANS

A meeting may be held by suitable electronic means agreed by the Directors in which each participant may communicate with all the other participants.

Any member participating at a meeting by suitable electronic means agreed by the Directors in which a participant or participants may communicate with all the other participants shall qualify as being present at the meeting.

Meetings held by electronic means must comply with rules for meetings, including chairing and the taking of minutes.

Resolved: it was unanimously agreed to adopt the amendment set out above by special resolution and to formally register the change with the Charity Commission and Companies House.

A handwritten signature in black ink, appearing to read 'Tim P/B'.