

**MARKETING INSTITUTE OF IRELAND COMPANY**  
**LIMITED BY GUARANTEE**  
(the “Company”)

Minutes of the Annual General Meeting of the above named Company held virtually, via Zoom on 26<sup>th</sup> November 2020 at 5.00 p.m.

**PRESENT:**

Gerard O'Neill (In the Chair)

Cera Ward

Liam McDonnell

Patrick Mannion

Fiona Sweeney

Thomas Kinsella

David Field MMII

Jenny Bishop MMII

Marie Therese Cambell MMII

Anthony Neville FMII Grad.

Bob Tait MMII

J.Brendan O'Reilly FMII Grad.

*Sean Cowman FMII*

Aine Mangan MMII

Brian Larkin MMII

Christina Prendergast MMII

Damian Hanley MMII

Enda Lynch MMII

Gavin Downes MMII

Gerry Culligan MMII

Jacqueline O'Connell MMII  
Grad

Jerry Crowley MMII

John Dunne MMII

Kevin Friel MMII

Maeve McCarey MMII

Mary Power MMII

Maxine Hands MMII

Michelle Nolan MMII Grad

Richard Collumb MMII Grad

Roger Sherlock MMII

Rory Brennan MMII

Sarah Probert MMII Grad

Sinead Spillane MMII

Tania Meighan MMII

Tom Trainor FMII

#### **IN ATTENDANCE:**

Patricia Lloyd – HLB Sheehan Quinn

Victoria Barrett – CLS Chartered Secretaries

### **1. Chairperson**

- 1.1 Gerard O'Neill, Chairperson of the Board, assumed the Chair.

### **2. Constitution of the meeting**

- 2.1 It was noted that notice of the meeting had been given to all persons entitled to receive same and that a quorum was present. Notice convening the meeting was taken as read.

### **3. Chairperson's Opening Remarks**

- 3.1 The Chairman welcomed all in attendance and gave the Meeting a brief summary of the Institute's activities for the year ended 30 June 2020, the main points of which were as follows:

- The last few months of the financial year had been unprecedented due to the COVID-19 pandemic with little sign of any clarity or change.
- The Institute had carried out a Corporate Governance Review to ensure that it can fully meet the standards required by the Charities Regulations. This will futureproof the Institute in this regard and reassure prospective new Directors.
- The Institute has commenced work on a new Strategy to ensure the Institute is "*Best in Class*" and highly relevant.
- Following the end of Mr. Trainor's tenure as CEO there was a smooth transition while maintaining momentum. Mr. Field was appointed as CEO and was only in the role when COVID-19 hit. This meant significant challenges for Mr. Field managing the team virtually. Mr. Field has, and continues to, manage the team through these challenging times.
- The impact of COVID-19 is evident from the accounts with a decrease in income from Memberships, training and events. The work by the CEO and the team to minimise the impact of COVID-19 is a testament to their commitment. The recent virtual AIMs are an example of the team setting the bar for such events.
- The Board, the CEO and the team continue to make efforts to drive down costs. The Board is confident that the Institute has the resources to continue to trade and to sustain the Institute into the future.
- The new Strategy will be unveiled in the New Year.
- The Chairperson thanked the CEO, the team and all members for their ongoing support.

#### **4. Minutes of the Last Meeting**

- 4.1 The Chairperson presented to the meeting the minutes of the last meeting held on Tuesday, November 26th 2019. On the proposal of Ed McDonald and Seconded by Tom Kinsella, the minutes were noted and approved as an accurate record of the last meeting.

#### **5. Statutory Financial Statements**

- 5.1 The Chairperson presented to the meeting the statutory financial statements and the report of the directors for the year ended 30 June 2020.
- 5.2 Mr. David Field, Chief Executive Officer, took the Meeting through the headline figures in the accounts.
- 5.3 After a careful consideration of the contents of the financial statements for the year ended 30 June 2020, on the proposal of Liam McDonnell and Seconded by Pat Mannion, it was resolved:
- "That the statutory financial statements and the report of the directors for the year ended 30 June 2020 are hereby received and considered."

#### **6. Reappointment of Auditor**

On the proposal of Ed McDonald and Seconded by Fiona Sweeney, it was resolved:

"That HLB Sheehan Quinn be reappointed as auditor to the Company for the year 2020 to 2021."

#### **7. Retirement by Rotation**

- 7.1 On the proposal of Fiona Sweeney and Seconded by Barry Dooley, it was resolved:
- "That Gerard O'Neill who retires by rotation and is eligible for re-election be and is hereby re-elected as a director of the Company."
- 7.2 Upon the proposal of Barry Dooley and Seconded by Cera Ward, it was resolved:
- "That Liam McDonnell who retires by rotation and is eligible for re-election be and is hereby re-elected as a director of the Company."

#### **9. Any Other Business**

- 9.1 Kevin Friel and Fiona Ryan took the opportunity to thank the Board, Mr. Field and the team for their efforts during the year.
- 9.2 Anthony Neville expressed his condolences to the family of Mr. Jim Culliton who had passed away during the year. Mr. Neville wished to recognise the great contribution Mr. Culliton had made to the Institute.
- 9.3 There being no further business, the meeting then concluded.

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**Chairperson**

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**Date**