

DEMENTIA STUDIO AGM 2025 Draft Minutes

Present in person: Rosemary Carpenter, Caroline Baker, Brenda Wilson, Ruth Hardiman, Gordon Stoner, Tunde Zsoltesz, Emma Faucett, Kath Whitehead, John Wright, Philomena Langfield, Justine Schneider.

Present online: Primo Sule, Deborah Kitson, Charlotte Atkison.

Apologies: John Berry

Most trustees (names underlined above) introduced themselves before we unexpectedly had to change room. The meeting was then addressed online by Chris Gray, who had recently run the Chicago marathon, his eighth marathon and his third fundraiser for Dementia Studio. Some excerpts from Chris's talk:

"I did it in two hours and 43 minutes and 14 seconds, which I was quite happy with. 11 seconds slower than my PB. So I should have just run a bit harder in the end and then I would have got a new PB ... I was very pleased."

"You sort of start properly training for it about 12 weeks out. And that's basically about depending on your level. That's kind of like building up on your speed, your stamina, and then building up to basically the marathon so you can run your quickest or you can do the distance on that day. So I think the kind of first few weeks are just sort of getting the miles in building up the miles to sort of doing 30, 40, 50 miles a week. By the end of it, you're running like 50, 60 miles a week, pretty much. And that's a sort of across different bits of training. So a couple of times a week, I'll do some speed works that's deliberately going out and doing like a quick session when you're trying to sort of do interval training where you're running 800 metres eight times, almost sprinting and then getting a minute rest each time. If you're doing long run training, then you're doing sort of upwards of 15-16 miles a couple times a week. And then you're doing recovery runs in between that. And then you're doing a bit of gym work around that as well. There's kind of like no real, like set way of doing it, it kind of works out for how everyone prefers doing it. And like someone who's running a marathon in in four hours will focus more on just getting the miles in. If you're doing quicker, then you're focussing more on speed work and trying to like boost what is called your VO2 max basically."

"I didn't do an ice bath afterwards. I was so knackered that we went back to where we went back to where we were staying, which is sort of half an hour train journey out from the centre of Chicago. And then we both of us had a nap ... this is the thing about the American marathons in particular. They start a lot earlier. The European ones start about nine, eight o'clock in the morning, half nine for London. The New York and Boston, they also start at nine. But they want you at the start line by six o'clock. And they make you get a coach from the centre of New York at half past four in the morning to get you to the start line. And then with the Chicago one, it starts at half past seven. So really to kind of like, to make sure you've eaten enough and it's digested enough, you're getting up at half past four in the morning, basically, and then on a train by five o'clock. So by midday, you're pretty knackered and pretty hungry. So yeah, we had a nap and then went into town, ...

I was starving by four o'clock. So we went to a sports bar in Chicago that we'd read about, it was quite good So .. Emma had a vegan deep dish pizza, I had a deep dish pizza and a side of chips and a side of chicken wings."

Chris was thanked for his amazing efforts and for coming this evening to tell us about the latest marathon.

1. Minutes of last AGM

The changes in the trustee membership were noted and new trustees welcomed. The Trustees' report and the Treasurer's report from last year were accepted. We then confirmed the trustees period in office. Two errors in the minutes need correction:

- Minutes say that Justine was to be renewed or replaced in 2026 but it is in fact, 2027.
- Minutes also say there's no restriction on how many rounds a trustee can undertake, whereas in fact, after three rounds, a trustee has to step down for a year before they're eligible to stand again.

With those two amendments the minutes were accepted to be signed off by the chair.

2. Matters arising

An important change in the last year is the change of name of the charity from The Studio to Dementia Studio. The name has been changed on all our official documents, including our registration with the Charities Commission. However, when the constitution with this change went into the Charities Commission, it was not accurate in the way it represented the terms of office of the trustees. The constitution, as it reads, has all of the trustees standing for three years. And in fact, the period of first appointment varied so that we didn't all have to change over at the same time. So Justine and - at the time - Yasmin, stood for two years.

PROPOSAL (See appendix for the full text)

- I. That the version of the constitution on the website be confirmed as the definitive one for future reference and amended as necessary with the Charity Commission.
- II. That the corrected table of trustee terms of office be approved as the definitive one and amended as necessary with the Charity Commission.
- III. That the minutes of the 2024 AGM be corrected to state that Justine was reappointed until 2027, and that trustees who have served three consecutive terms must step down for one year before being eligible for reappointment.

The proposal was passed unanimously. Primo Sule was asked to update the Charity Commission website with the relevant details. And the constitution is posted on the website. This resolution covers item 7 on the agenda.

There was discussion about the number of trustees. We have six at present. It has to be at least three but it can be more than six.

3. Treasurer's report

The report was read to the meeting in John Berry's absence.

I hope that you all have a copy of the accounts for the year ended 31st March 2025. You will see that for the year there was a surplus of income over expenditure of £26519. However, of this, £11608 was in respect of grants received for specific projects where all the monies received had not been expended in the year. This has resulted in the charity having total funds of £59011 in the bank, or on deposit earning interest.

In the current year, as planned, we have appointed an Operations Manager, the all up cost of which is to be partially funded from our cash reserves All of this will help ensure that we have the necessary resources to meet the ongoing and increasing needs for the services that we are able to provide.

With regards to our ongoing expenses the largest cost is that for salaries and related employee costs, which are up by a nearly 50% this year compared to last year And so, to summarise, the Charity's finances are in a healthy state, with funds available to not only continue with what we have been doing, but to continue to expand our services to those that need them.

4. Chair's report

The annual report of the charity is on our website. Justine added thanks for all those individuals, staff, volunteers and others, who are involved in Dementia Studio, naming, in particular, our paid operational manager, Helen Horner, our administrator, Fran Jeffries, our arts care assistants, Geraldine Atkinson, PaigeBurkimsher, Tunde Zoltesz, Lynn Martin, Juliet Sisson, our artists, George Dunbar, Sarah Camplin, Emma Faucett, and Wendy Prevezer, our principal volunteers, Caroline Baker and Rosemary Carpenter, their helpers, Janet Creasy, Deborah Webster, Elaine Nilan, Julie Howson, and Becky Matter, the daycare volunteers, Nina Wabukenda and Kevin Harvey, and the sporting memories volunteers, Gerry Atkinson, Matt Posaner, Tim Stonehouse, Darren Poole, and Martin Weir, and Kath Whitehead. We couldn't do what we do without you, and we also know that all of the carers and guests at the studio appreciate your efforts here.

Question: Are the accounts audited? Not a formal audit, but we need to obtain accountant's opinion, and you'll find the letter of opinion on the website as well.

5. AOB

- I. Rosemary and Caroline were recognised at a council event today for volunteering at the studio, and Rosemary's kindly agreed to say a few words about the event.

"Justine very kindly put Caroline and I forward last year for a volunteer award that Broxtowe District ... and although we didn't win the award, we were invited to afternoon tea, which happened to be today. Unfortunately, due to an administrative glitch, my 'twin', Caroline, didn't get the email. So I had to go on my own. ... it was actually a really nice thing to do. There were lots of different people there offering lots of different types of volunteering across the county. I met a couple who have set up the Forever Stars charity, which is for baby loss parents and somebody who works for the ... community hub food bank." Rosemary distributed Dementia Studio flyers and publicity.

- II. A question was asked about staffing, were there vacancies? The answer is no we have 5 Arts care assistants and three waiting to be inducted.

6. Date of next AGM

The chair apologised for the technical problems and thanked everyone for their patience. The next AGM was set for Wednesday 21st October, 2026.

APPENDIX Consideration of the confirmation of appointments of Trustees

The constitution filed with the Charity Commission has the following objectives for Dementia Studio CIO: This corresponds to the version of the constitution held on the shared drive, which was adopted on 15 June 2022 when we became a charity. Three trustees have been replaced since then. That constitution has the trustees appointed on 15 June 2022 as follows:

Charitable objects

To relieve the needs of people with dementia and similar neurodegenerative diseases or people awaiting diagnosis, their carers/family members, for the public benefit by

- providing a drop in centre/day centre;
- supporting carers in the best way that meets their needs;
- to apply research evidence and practice knowledge about dementia and the arts to benefit people with dementia and their carers to support them in achieving the best quality of life.

(4) First charity trustees

The first charity trustees are as follows [and are appointed for the following terms] –

Primo Sule	[for 3 years]
Justine Schneider	[for 2 years]
Paul Goddard	[for 3 years]
Yasmin Parratt	[for 2 years]
Aretha Donkoh	[for 3 years]

When we changed our name in December 2024, a revised constitution was lodged with the Charity Commission. It appears that there may have been an error in that version because all trustee appointments were listed for 3 years from 15 June 2022. This does not affect our standing with the Charity Commission, where the current trustees are listed as shown in Table 1.

There is one error in this list. Justine Schneider who had been appointed for 2 years, was reappointed at the trustees meeting of April 2024 for 3 years starting June, 2024 (see April 2024 minutes). All new trustees and reappointments are for 3 years, so Table 1 shows the date when the current term of office ends.

Table 1: Trustees for Dementia Studio dates appointed and term ends

Justine Schneider	15 June 2022 2024	14 June 2027
Primo Sule	20 August 2025	19 August 2028
Rosemary Anne Carpenter	20 August 2025	19 August 2028
Charlotte Rose Atkinson	01 March 2024	30 April 2027
John Russell Whiteway Berry	01 August 2023	31 July 2027
Deborah Mary Kitson	14 July 2023	13 July 2026

PROPOSALS TO THE AGM

1. That the version of the constitution circulated be confirmed as the definitive one for future reference and amended as necessary with the Charity Commission.
2. That the corrected table of trustee terms of office be approved as the definitive one and amended as necessary with the Charity Commission.
3. That the minutes of the 2024 AGM be corrected to state that Justine was reappointed until 2027, and that trustees who have served three consecutive terms must step down for one year before being eligible for reappointment.