



GRAND UNITED ORDER OF ODDFELLOWS FRIENDLY SOCIETY NO: 204F

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
(COMMITTEE OF MANAGEMENT)**

held on

SATURDAY, 13TH APRIL 2019

at the Registered Office:

56, TALBOT ROAD, OLD TRAFFORD, MANCHESTER. M16 0PL

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on
SATURDAY, 13TH APRIL 2019**

**The Grand Master, Sister Marian A. Blankson-VanDyck presided
and the Meeting commenced at 09.30 a.m.**

PRESENT:

**Sister M. A. Blankson-VanDyck Chairman/Grand Master
Sister S. R. Whitehouse Vice Chairman/Deputy Grand Master**

Brother N. Robinson Grand Secretary

Directors:

**Sister P. A. Palmer
Brother M. Gordon
Brother P. C. A. Hlland
Brother C. Hemming**

Also Present:

Principal Directors of the Grand United Trustees Limited:

**Brother V. M. Houldsworth – P.G.M.
Brother E. Winterbottom – P.G.M.
Brother D. B. Whittaker – P.G.M.**

And

Brother D. Oakes Deputy Grand Secretary

The Grand Master, Sister Marian A. Blankson-VanDyck warmly welcomed everyone informing that the Annual General Meeting of the Central Lodge would commence promptly at 2.00 p.m.

ON THE TABLE:

The Grand Secretary informed that everyone should find in their place a Board Agenda, Gazebo particulars and a copy of the draft Clauses of the Board of Directors A.M.C. Report.

2019/4/1 IN MEMORIAM:

Brother Norman Hussey – “Oldham Phoenix” Lodge No: 12221 - Oldham:

Noted, it is with sad regret that “Oldham Phoenix” Lodge No: 12221 – Oldham announced the passing of Brother Norman Hussey. Brother Norman was born on the 1st June 1938 and passed away on the 15th February 2019.

Brother Norman’s funeral took place on Thursday, 14th March 2019 and was attended by at least eight members of his Lodge.

Brother Norman became a member of late Lodge “Primrose in Bloom” way back in 1968. He was an active member arranging many Lodge activities for both Adults and Juveniles.

It would appear that Brother Norman held virtually every office available within Lodge Membership and the Oldham District. In 1984 he was involved in the amalgamation of the five Lodges in the Oldham District into the new “Oldham Phoenix” Lodge No. 12221 – Oldham. Again, he served the Lodge to the best of his abilities in Friendship, Love and Truth and attended the Annual Movable Conference on many occasions.

Over the past two years his health deteriorated dramatically but he was determined to continue as a Trustee of the Lodge.

Brother Norman will be sadly missed by all at “Oldham Phoenix” Lodge No: 12221 – Oldham and hopefully, by the many people who met him through Oddfellowship.

May his soul rest in perfect peace.

At the request of the Grand Master the meeting stood for a minute’s silence in remembrance of all Brothers and Sisters that had passed away since the last Board Meeting.

2019/4/2 MINUTES:

IT WAS RESOLVED AGREED: “that the Minutes of the Quarterly Meeting held on Saturday, 9th February 2019, numbered (2019/2/1 – 2019/2/24) be now signed by the Grand Master as a correct record of the business conducted thereat.”

2019/4/3 BUSINESS WITHOUT NOTICE:

NOTED AND RESOLVED AGREED: “that an invitation from a Lodge be accepted for consideration”.

2019/4/4 INVITATIONS/VISITS/REPRESENTATIONS:

“Dennis Orton” Lodge No: 94 – Huddersfield

Noted, an invitation had been received for the Grand Master and Grand Secretary with Consorts to attend the “Dennis Orton” Lodge No: 94 – Huddersfield, Social to take place at 7.30 p.m. on Saturday, 16th November 2019 at the Huddersfield Irish Centre, 86, Fitzwilliam Street, Huddersfield, HD1 5BB. If the Grand Secretary is unable to attend then the invitation is to be extended to the Deputy Grand Secretary with Consort.

The invitation is extended to any officer of the Board of Directors (including recently retired Trustee’s/P.G.M.s) with Consorts on their own account and would be warmly welcomed.

It is planned to be a relaxed evening with entertainment, buffet and a raffle with all proceeds being donated to the Grand Masters chosen charity, with no formal duties for the Grand Master, except perhaps a few words during the course of the evening.

IT WAS RESOLVED, AGREED: “that the invitation be accepted and if the Grand Secretary is unavailable the Deputy Grand Secretary with Consort with the Grand Master and Consort be the Official Representatives of the Central Body.”

2019/4/5 ANNUAL RETURNS/ACCOUNTS:

Noted, the deadline for receipt of the Consolidated Lodge Returns was the 28th February and all Returns had been received and copied to the Actuary and the Lodge Secretaries be thanked for adhering to the deadline date.

Further Noted, the Accounts and Committee of Management Reports are required to be forwarded to the Regulators by the 30th June or fourteen days before the Branch Annual General Meeting, whichever is the earlier date.

2019/4/6 NUMERICAL STRENGTH:

Noted, the strength of the Order at the 31st December 2018 – including comparatives for the previous year were detailed to the meeting.

2019/4/7 BRANCHES:

“Workman’s Protection” Lodge No: 125 – Cheadle:

Noted, the Adult Membership had fallen below 30 and the Lodge Secretary had informed that the Lodge is seeking to address the issue

by a mailshot campaign and will submit any literature to Head Office for approval.

The Lodge Secretary had been informed that the provisions of General Rule 7 (7) will be applicable concerning the appointment of representation at Conference.

2019/4/8 ORDER ASSURANCE/HELPING HAND ASSURANCE FUNDS:

Noted, for the 12 months ended 31st December 2018, six Cashbuilder Plan Policies had been issued, terms of 10-14 years, annual premium £1,320.00 and Sums Assured with Profits £16,072.00 plus one Helping Hand Savings Plan, annual premium £170.00, with Sum Assured with Profits £1,417.00.

2019/4/9 OFFICERS LIABILITY INSURANCE:

Noted, the current policy terminates on the 18th August 2019 the premium last year £2,608.60 for £3M cover, after consideration:

IT WAS RESOLVED, AGREED: “that the Grand Secretary secure the same level of cover as last year.”

2019/4/10 SOCIETY’S ACTUARY/ACTUARIAL INVESTIGATIONS:

10.0 Noted, “Woodland’s” Lodge No: 185 – Haworth had now accepted the alternative Branch Surplus Distribution Report removing the valuation deficit by reduction in Death Benefits.

10.1 Noted, no response yet from “Bingley United” Lodge No: 774 – Bingley to the letter of clarification by the Actuary dated the 5th February 2019, addressing all points raised by the Lodge.

10.2 Noted, the Actuary is being provided with the data he requires for the Interim Valuation – deadline for filing with the Regulators is the 30th June 2019.

2019/4/11 ORDER DIARY:

“2020” Edition:

Noted, a quotation had been received for 175 Special Order Diary Inserts as detailed to the meeting.

IT WAS RESOLVED: “that 175 Special Order 2020 Diary Inserts be purchased and re-sale price of £4.00 each excluding postage and packing be agreed”.

2019/4/12 BOARD DEVELOPMENT AND COMPLIANCE:

Noted, the Actuary provided a listing of the suggested Skillcast online courses he thinks it would be worth the Board completing and he anticipated each course would take around 40 minutes to complete and suggested a schedule of 3 courses to be completed by participants every 3 to 4 months.

IT WAS RESOLVED: “that the Actuaries suggestions be agreed and that the Grand Secretary make the necessary arrangements.”

2019/4/13 PROGRESSION OF THE ORDER:

13.0 Noted, the Grand Secretary read out an email from the Actuary on the possible Transfer of Engagements of a Friendly Society to the Order and it was agreed to await the report by the Society’s Auditors.

13.1 Noted, the Actuary had confirmed that he is working on the Cashbuilder Plan guaranteed bonuses but in principle he doesn’t think “straddling” Valuations should be an issue for any guaranteed period of bonuses.

13.2 It was also noted, it had been agreed at the February Board Meeting a 3M square gazebo be purchased and the requirements received consideration.

IT WAS RESOLVED: “ that the Gazebo design as agreed be purchased.”

**[Meeting adjourned for Tea/Coffee at 10.38 a.m.
and resumed at 11.03 a.m.]**

2019/4/14 MARKETING STRATEGY:

Noted, 5,000 Beer Mats had been received costing £362.40 inclusive of V.A.T. and the Deputy Grand Master to report back on pubs to be targeted.

2019/4/15 FAMILY FUN DAY:

Noted, Cauldon Lowe Village Hall has been booked for Sunday 25th August 2019.

2019/4/16 REPORT BY THE SOCIETY’S TRUSTEE:

A Board Meeting had been held on Tuesday, 9th April 2019 and the Chairman Brother V. M. Houldsworth, P.G.M. reported.

i) Old Trafford Property:

The barrier at the entrance to the premises had been repaired at a cost of £660.00.

ii) Kidderminster Property:

The buyers are no longer proceeding - it seems the family are not in agreement about continuing and a reduction in price of £10,000.00 to £165,000.00 previously agreed had not yet produced more interest and it had been decided to look at a sale price of £150,000 with a view to a quick sale or lease subject to the recommendations of the Society's Property Advisors.

iii) Money On Deposit:

The current situation was highlighted to the meeting.

iv) Portfolio/Brokers:

The analysis of the Portfolio as at 5th April 2019 showed unrealised profits of £315,537.09 since the 31st December 2018, and to seek the Brokers views on taking a portion of the profits which had since been received and agreed and the relevant transactions had been made.

v) Ground Rents:

52, Woodford Green, Essex:

The Society's Solicitors had been updated by the Solicitors for the Head Lessee that he does not have instructions but had chased his client (the Lessee is looking to get a surrender of the Head Lessee's lease rather than just commuting the rent).

Suggested options:-

- a)** Continue chasing the Head Lessee.
- b)** Once known in principal they agree to surrender part, decide whether or not to do a re-valuation (this should mitigate the risk of incurring costs unnecessarily).
- c)** Inform the lessees that we had re-valued due to the delay and invite them to pay the revised amount together with any other costs.
- d)** Finally, conclude the lease extension and Head Lessee surrender.

Alternatively, if we had a ball-park indication of how the value would change doing the extensions in (say) 4 weeks as opposed to (say) 4 months, we may be able to use this as leverage to proceed without a

surrender of the Head Lessee's lease. It would increase pressure on the Lessees Solicitors to proceed without a surrender of the Head Lessee's lease and to proceed with a simpler structure or to have to justify extra costs to their client.

An update from Society's Property Advisors regarding recommendations from the Society's Surveyors to make an offer for the Head Lessee's interest and it had been agreed to follow the advice of Society's Property Advisors subject to clarification on the responsibilities of the Head Lessee.

58, Woodford Green, Essex:

No developments reported on the possibility of a lease extension.

vi) Woodford Green Properties and Garages:

Nothing further had been reported.

The Trustee were thanked for their comprehensive and informative report.

2019/4/17 ACCOUNTS YEAR ENDED 31ST DECEMBER 2018:

17.0 Noted, a copy of the Audited Accounts had been signed as there had been no reported revisions from the figures produced in February.

17.1 Noted, the Deputy Grand Secretary reported on the current period and was thanked for his comprehensive and informative report.

2019/4/18 FRATERNAL MOVABLE CONFERENCES/AFFILIATED LODGES:

America & Jurisdiction:

Noted, no feedback from emailing Rachel Perry as agreed at the last Board Meeting.

2019/4/19 "2019" ANNUAL MOVABLE CONFERENCE – WARRINGTON:

19.0 Noted, Formal Notice was served as required by the General Rules and no General Propositions or Rule Amendments contained therein were notified deficient.

19.1 Further noted, it is normal for the April Meeting to decide who should be invited to act in certain capacities but there is no Church Service, Mace Bearers nor a Vote of Thanks.

IT WAS RESOLVED AGREED: "that the Deputy Grand Secretary act as Tyler."

19.2 **NOTED AND RESOLVED, ADOPTED: “the Board Report drafted by the Grand Secretary in conformity with his brief, and the Grand Master’s responsibility for the allocation of the clauses”.**

19.3 Noted, Destiny the act from the Bradford Social had been booked to perform at Conference doing 2 x 45 minutes spots commencing at 9.00 p.m. with £350.00 payable on the night.

19.4 Noted and agreed, approved the Lanyards that had been procured to replace name badges at Conference

19.5 Noted, and agreed to meet on the Saturday morning at 11.00 a.m. in the Conference Room for a pre-Conference Meeting of the Board of Directors.

2019/4/20 “2020” ANNUAL MOVABLE CONFERENCE:

20.0 Noted, the Grand Master and Grand Secretary went to Brighton on Thursday, 21st February 2019 and stayed at the Jurys Inn Waterfront Brighton Hotel, they also checked out the Jurys Inn Brighton Hotel next to Brighton Train Station.

The latter hotel was considered most unsuitable certainly in comparison with the Waterfront Hotel, which itself had a few issues.

The facilities including the Renaissance Suite Conference Room seem ideal and during the meeting with the Event Sales Manager it was made clear that full dining facilities will be required with everyone responsible for reserving their own table in the evening with the full menu being applicable with the hotel informing a £20.00 per head adult food allowance would be applicable for the Half-Board Tariff and that subsidised Car Parking is available at the hotel £20.00 per night.

IT WAS RESOLVED, AGREED: “that a £30.00 adult food allowance be applicable with the cost being added to the main account but anyone exceeding the allowance be responsible for their own room charges and the Car Parking fees be a claimable travel expense by car drivers.”

20.1 Noted, Blackpool A.V. had quoted for providing the usual services both the PA and recording of Conference and provided a full breakdown of fees.

IT WAS RESOLVED: “that the quotation be accepted and the services of Blackpool AV be secured for the 2020 AMC”.

2019/4/21 “2021” ANNUAL MOVABLE CONFERENCE:

Noted, the potential venues suggested if the preferred option not viable.

2019/4/22 HEAD OFFICE STAFF/PREMISES:

Noted, Sister Patricia M. Mee, Secretary to the Grand Secretary had intimated she intends retiring on the 31st December 2019 – she attains her 65th Birthday in January, 2020 and will provide official notice in accordance with her contract but arrangements will need making to have her replacement trained by her.

IT WAS RESOLVED, AGREED: “that the Board were sorry to accept the Retirement of Sister Patricia and wished to recognise her dedicated and loyal service to the Order and conveyed best wishes for a long and happy retirement and the Grand Secretary be authorised to recruit a successor”.

2019/4/23 LUNCHEON ARRANGEMENTS:

IT WAS RESOLVED AGREED: “that everyone again be responsible for their own arrangements”.

2019/4/24 ANY OTHER ADMISSIBLE BUSINESS:

IT WAS RESOLVED, AGREED: “that Brother Edwin Winterbottom, P.G.M. - on behalf of all the Board be given sincere thanks and gratitude for all services provided to the Order – he will be greatly missed.

2019/4/25 DATE OF NEXT MEETING:

IT WAS RESOLVED AGREED: “that the next Quarterly Meeting of the Board of Directors be held in accordance with the General Rules on Saturday, 10th August, 2019.”

[The Meeting closed at 12.30 p.m.]

SIGNED: (Chairman)

DATED: (2019)