



**Agenda for Step by Step AGM**  
**Wednesday 22nd November 2023**  
**Victoria House, Elgin 6.30 pm**

**Welcome: Chair**

**Introduction of Speaker: Chair**

**Presentation by Kirsteen Carmichael Are Public Health Coordinator and SbyS Trustee**

**Questions and Vote of Thanks**

**AGM Business:**

1. Apologies and Intimation of AOCB
2. Minutes of the Annual General Meeting held on Thursday 17th November 2022
- 2.1 Adoption of Minutes: Proposed: Seconded:
3. Chairman's Report: **Nancy Robson**
4. Presentation of Accounts: **Gareth Jenkins Project Manager**
- 4.1 Adoption of Accounts: Proposed: Seconded:
5. Tribute to retiring Founder and Board Secretary
6. Re-election of Chair:  
**Nancy Robson** Proposed: Seconded:
7. Election of new Board Member: Proposed: Seconded:  
**Kirsteen Carmichael**
8. Re- election of Board Members: Proposed: Seconded:  
**Dr Janie Thomason Deputy Chair** **Alastair Maltman Treasurer**  
**Dr Grant Cumming** **Carleen Broad**  
**Karen Delaney** **Ruth Jeffries**
9. Questions/AOCB
10. Close of meeting.

