



Agenda for the 19th Annual General Meeting
Saturday 23rd March 2024
Voting Opens One Week Before
Meeting at Cults Hub 11am for 11:30am* (Amended start time)

1. Opening of the meeting
2. Appointment of a Chairperson & Secretary for the meeting
3. Establish the Electoral Register for the meeting
4. Appointment of 2 Minute Adjusters (to check Minutes with Chairperson)
5. Has the AGM been convened in accordance with the Constitution?
6. Establish the Agenda
7. Approval of Minutes of previous AGM 2023/Matters Arising
8. Review Committee's Reports:
 - Annual Report – including Operational Plan for 2024-2025
 - Finance Report (January 2023 – December 2023)
 - Budget for current financial year
9. Auditor's Report
10. Adopt balance sheet/Income & Expenditure Accounts
 - Approve statements concerning the Association's profit or loss as per the balance sheet
11. Agree on Annual Membership to remain at £20
12. No Motions put forward
13. Election of members of the Committee:
 - Election of Chairperson for term of 1 year
 - Election of full Committee Members (term of one or two years)
 - Election of Substitute Committee Members for term of 1 year
 - Election of members of the Election Committee for a term of 1 year, one of whom shall be elected Convenor
14. Election of Auditor and Deputy Auditor
15. A.O.C.B.
16. Closing of Annual General Meeting



**Minute of the 18th Annual General Meeting
Saturday 18th March 2023 11.30am
Cults Hub**

1) Opening of the Meeting: Welcome and Apologies

Katie Wilde welcomed everyone to the meeting.
Apologies from Susan Rothnie

2) Appointment of a Chairperson and Secretary for the meeting

Katie Wilde proposed that Dave Willett was Chairperson of the meeting
Ashwini Rao was appointed Minute Secretary.
Proposed by David Graham and seconded by Jan Hosie

3) Establish the Electoral Register for the meeting

This was established as 7 Leaders and 14 members with an additional 28 online votes

4) Appointment of Two-Minute Adjusters and Tellers

Rosey Leiper and Jackie Leiper were proposed and accepted unanimously.

5) Has the AGM been convened in accordance with the Constitution?

The meeting unanimously accepted that the AGM had been properly convened.

6) Establish the Agenda

The agenda was unanimously accepted.

7) Approval of Minutes of previous AGM 2012 and Matters Arising

The Minute of the AGM 2022 was accepted as read and approved.
Proposed by Susanne Johnston and seconded by Eva Christie

Matters Arising

8) Review Committee's Reports:

a) Annual Report – including Operational Plan for 2019/20

Katie Wilde presented the Chairman's report. She thanked all the Committee for their hard work over the last year, the Leaders for their good quality classes and the members for supporting and attending them. She was happy to host the meeting face-to-face, which was the first after the pandemic. She also thanked everyone attending the meeting for their time and support.

- Katie mentioned that it was time for her to hang up her chair shoes after 3 years. A promotion at work meant additional responsibility but she wished the new committee well in their new role.
- She also noted that membership numbers for the current year was considerably down on previous years membership. This has been the biggest challenge for the association post pandemic. She highlighted that there were several reasons to the shrinking member count some of which were that members / participants are choosing gym membership and Leaders stepping back due to personal circumstance.
- Katie also noted that this year again there are no potential candidates to send on to Leader Training programme in Sweden.
- Kick off weekend was held in January 2023. Emma and Stina Leaders from Sweden took classes on Saturday and Sunday and was well attended by members.

Other Discussions:

- Joanna Ewen gave us an update on Viking Hiking. Their active member count has increased from last year which is fantastic news! They are currently 9 leaders and together they have done 215 walking sessions in 2022. Viking Hiking completed 20yrs recently and to celebrate this occasion they had a Barbeque party!
- During the meeting, one of our members (Elspeth?) thanked all the Leaders for the hard work and for leading excellent classes. She emphasized that Friskis Aberdeen provide very high-quality classes for a reasonable price every week. This was much appreciated by all the leaders present at the meeting.
- Thanks to Katie and Jackie L for all their hard work in keeping the Facebook page up to date. They update the page regularly with lots of interesting posts. Special thanks again to Jackie L for being very prompt at managing the booking system for all classes each week post pandemic.

As Katie was standing down from the Chairperson role, she was presented with a gift as a token of appreciation from the association. The Association also thanked Jackie Richardson and Rosey Leiper for their time and commitment to the Association and presented them with a gift as a token of appreciation.

(b) Finance Report (January 2022 – December 2022)

John Gregory presented the Finance Report and highlighted a few pertinent points on the Income/Expenditure Sheet. Overall, the finances are good with a healthy balance and the main source of Income remains the membership fees.

(c) Budget for the current financial year

John Gregory said that the membership fees were the main source of income for the Association. It was suggested that some of the money be put towards inviting a Leader over for another inspirational weekend in autumn. Pauline Westwood our new Chair for 2023 requested if the association could increase funds towards publicity, as it stands the total amount spent is only £250/year. The key factor for the association is now to focus on publicity and attract participants across various age groups to Friskis classes and further discussion on how to increase publicity for the association will be discussed during future committee meetings.

9) Auditor's Report

Julie Vickers has audited the accounts. There were no questions from the membership.

10) Adopt balance sheet/Income & Expenditure Accounts

The accounts were accepted

Proposed by Jackie Leiper. Seconded by Rosey Leiper

11) Decision on annual membership fee

To remain at £20.00 for the coming year

Proposed by Eva Christie

Seconded David Graham

12) Discussion and vote on motions put forward

No motions submitted

13) Election of members of the Committee:

Members referred to paper in document pack

a) Election of Chairperson for term of 1 year

Pauline Westwood Proposed David Graham: Seconded Jan Hosie

b) Election of full Committee Members (term of one or two years)

Christine Richardson - Deputy Chairperson, - 1year re-election

Proposed David Graham Seconded Jan Hosie

Ashwini Rao - 2 year new election

Proposed David Graham Seconded Jan Hosie

Joanna Ewen - 1 year re-election

Proposed David Graham Seconded Jan Hosie

Susan Rothnie - 1 year re-election

Proposed David Graham Seconded Jan Hosie

c) Election of Substitute Committee Members for term of 1 year

Vacant

Anne Bewick - 1 year re-election

Rosey Leiper - 1 year new election

Proposed David Graham Seconded Jan Hosie

d) Election of members of the Election Committee for a term of 1 year, one of whom shall be elected Convenor

Convenor – Vacant

Sheila Lawson - 1 year re-election

Dave Curry - 1 year re-election

Proposed David Graham Seconded Jan Hosie

John Gregory continues in this role as Treasurer and Membership Registrar.

Proposed David Graham Seconded Jan Hose

15) Election of Auditor and Deputy Auditor

Julie Vickers - 1-year re-election

Sue Mulkerrin (deputy) - 1-year re-election

Proposed Jan Hose Seconded Jan Hosie

16) A.O.C.B

There was an open discussion regarding the use of credit card terminals to assist leaders with class payments. Christine advised that these were a cost-effective way of collecting class fees and an easy way to transfer collected funds to the Friskis bank a/c.

There was also an discussion on the need for more publicity and the continuing search for new leaders to replace the people that had stepped down over recent years.

17) Closing of Annual General Meeting

Dave Willett thanked everyone for coming.

Meeting closed at 12:45pm

Signatures:

Dave Willett (Chair)

Ashwini Rao (Secretary)

Rosey Leiper (Minute Checker).....

Jackie Leiper (Minute Checker).....



FRISKIS&SVETTIS ABERDEEN

ANNUAL REPORT 2023-24

Annual General Meeting Saturday 23rd March 2024

Introduction - Chairperson's Report

Friskis&Svettis 2023-24

Viking Hiking Report

Education Report

Social Media Report

International News

Operational Plan for 2022/23 (Appendix 1 Attachment)

Conclusion

Chairperson's Report

Introduction

The focus for the Friskis Aberdeen Committee this year has been on increasing our membership by getting "Aberdeen's best kept exercise secret" out into the open. This work ties in with Riks, the Friskis&Svettis Swedish headquarter's strategy for 2023-25 to become stronger in the training market and future proof the association. Friskis&Svettis Riks also launched "The Red Thread" in 2023, a programme to remind us of the Friskis culture based on enjoyable and easily accessible high quality training for all.

Aside from offering approximately one thousand exercise opportunities across 2023-2024 Friskis Aberdeen: ran warm-ups for Run Balmoral and Cults Primary School Fun run; had outdoor classes by Rosey in the summer; published articles in the local press; organised an inspiring Kick-Off event in the autumn which was covered by the Press and Journal; held stalls promoting Friskis Aberdeen at two fairs; and arranged a leaflet drop to 10,000 homes in areas close to our city classes. We were also mentioned in the Press and Journal's round-up of 2023 as one of their top 7 favourite activities. One of our members Faye Simpson volunteered to re-start our X (Twitter) account with the help of Katie Wilde. Katie has also updated our website. We are starting to see some new and returning faces at our classes and walks.

There have been challenges. We have not been able to put anyone forward for leader training for 2024. Joan Thain, one of our Moray Jympa leaders, decided to step down after many years providing Jympa classes for the community. This means that we now have 8 active exercise leaders. Joan still leads Viking Hiking walks in Moray each week.

Many people have volunteered their time and energy to help run this unique exercise association. Thanks to the Committee Members, Subs and Election Committee, to John our Treasurer and Registrar, to our leaders both in Jympa and Viking Hiking, to Jackie Leiper, Katie Wilde and Faye Simpson for maintaining our social media and to our members, who have continued to support Friskis Aberdeen. Friskis is about being involved in something meaningful - getting people active.

Pauline Westwood
Friskis&Svettis 2024

The Committee

Pauline Westwood (Chair), Christine Richardson Vice Chair), Ashwini Rao, Susan Rothnie, Joanna Ewen (VH Rep) and John Gregory (Treasurer).

Substitute Committee

Anne Bewick, Rosey Leiper

Treasurer and Membership Registrar

John Gregory

Election Committee

Dave Curry (Convener), Sheila Lawson, Kenneth McAlpine

Other Roles

There are a variety of roles undertaken across the Association these being:

Viking Hiking Co-ordinator - Dave Willet

Website Manager - Katie Wilde

Facebook Co-ordinator - Jackie Leiper

X (Twitter) posts - Faye Simpson

Programme Check (LUF/Update) Record - Pauline Westwood

Publicity Group - Vacant

Education Officer - Vacant

Membership

Membership for 2023 increased to 361 from 347 in 2022.

Leaders

There are currently 8 active and 2 inactive Exercise Class leaders who offer Jympa, Multi-training, Senior/Soft/Soft Special, Dans, Dans Senior and Flex classes across the week.

All leaders are required to produce a new programme annually. The process for checking programmes is currently being changed to one of peer review, however we have agreed with Riks, the Friskis&Svettis headquarters in Sweden, that we can continue to get programmes checked by an educator from Sweden or Norway.

Leader Training 2023- 24

No new leaders were put forward for training.

Kick Off

Our Kick Off was held in October 2023 and was run by Christina Engebretsen and Kristin Oygard from Oslo. Christina led a Soft Jympa masterclass on Saturday which was attended by Andy Morton of the Press and Journal, and photographed by Kath

Flannery. This was very well attended as was Ashwini's LUF which followed. The leaders received training in the new style of Jympa class, and also the "Red Thread" which focused on the values of Friskis & Svettis as an organisation. Ashwini hosted dinner on Saturday evening. Rosey had a Multi-training LUF on Sunday morning followed by a Jympa Masterclass run by Kristin. A big thank you to the leaders and members who attended.

Operational Plan 2023-24

The operational plan is in a separate Appendix 1.

Viking Hiking

Viking Hiking is open to all the Friskis membership and offers one hour fitness and exercise Nordic walking sessions from Thursday to Sunday each week of the year. We are based at Hazlehead Park, and there are also weekly walks in Buckie. In addition we have a longer walk each month in and around the Aberdeenshire countryside. Our Hazlehead walks are attended by up to 20 members, and up to 15 members in Buckie, each walk being around 3.5 miles in length. Thursday, Friday and Sunday walks are brisk with Saturday walks being shorter and slower. Over the last year our long walks have covered local areas including; Dunecht Estate, Cairn William, Ballater – Peters Hill and the Seven Bridges, and Bennachie. At Xmas time 30 of our members enjoyed a walk and lunch at the Deeside Golf Club. We also kept our first aid qualifications up to date and attended a course provided by the Aberdeen Red Cross. In May 2024 we will be offering a Nordic Walking opportunity to the Aberdeen Wellbeing Festival and hope to welcome some potential new members.

Education Report

Much of the leader training and inspiration is now online, but we were fortunate to have Christina and Kristin from Friskis Oslo here in October to do training for leaders and masterclasses for leaders and members too. The format of Jympa is constantly evolving and improving, so it was great for leaders to have the opportunity to take part in the new style classes and get the opportunity to ask questions and get feedback from experienced Friskis educators.

Last September most of the Viking Hiking leaders did a 3 hour basic first aid course with the British Red Cross to update their first aid skills which they found very informative and useful.

Unfortunately we do not have any potential new leader trainees, but hopefully we will have one or preferably two next year. If you or anyone you know would like information on becoming a leader, then feel free to have a chat with any leader or get in touch with me.

Friskis Norge will hold their inspiration and training event, Friskis Dagene in Oslo in October this year, and many of our leaders are planning to attend. It's a great

chance for us to try new classes, update our skills and knowledge, meet our colleagues from other associations and it's always a fun if exhausting weekend.

Jackie Leiper
March 2024

Friskis Go

Friskis go is free for all Friskis Aberdeen members and gives you access to lots of different classes, exercises, challenges and courses. There are indoor and outdoor workouts, including jympa, yoga, dans, coreflex, kettlebells and much more. You can download the free app from Itunes, Google play store etc and members should receive a code to log in when renewing their membership. In 2023, 15% of our members used Friskis Go and we'd love to see that figure increase. It's perfect if you can't get to a class, if you'd like to try something new or if you want a new challenge.

Jackie Leiper
March 2024

Social Media Report

Our followers on Facebook and Instagram pages are continuing to grow, and it's a great way for us to keep in touch with members, to share information about events, photos from classes or Viking hiking walks, fundraising or charity classes or to notify members of any class changes or cancellations. Your help in liking, commenting and sharing our posts is vital to help us spread the word about Friskis Aberdeen and bring in new members. We'd also love to have your photos from classes or walks or you can add a review to our Facebook page. Every interaction on our social media really helps us.

www.facebook.com/friskisaberdeen

www.instagram.com/friskisaberdeen

<https://twitter.com/FriskisAberdeen>

@friskisaberdeen

Jackie Leiper
March 2024

We are up and running again on X (previously known as Twitter)! It is another social media platform with a different audience which I am hoping will help further increase awareness of our incredible association and all it has to offer. If you are a user of X and see any of our posts, please share them to help spread the word and tell your friends and family to look us up and start following us too, every little helps!

Faye Simpson

International News

Friskis&Svettis headquarters in Sweden, Riks, launched the 2023 - 2025 Strategy. The aims

of this are to: To become stronger in the training market; Future proof the Friskis&Svettis organisation; Strengthen Friskis&Svettis with more and new perspectives. Each association has been charged with implementing their own version of this strategy. The strategy lists 18 indicators of success. The indicators that can potentially apply to Friskis Aberdeen are listed in the operational plan.

In October 2024, Jackie Leiper met with Nina Forsberg, Training Manager and Monica Erlandsson, Association and education developer for Riks headquarters Friskis&Svettis on Zoom. This included discussion on Increasing membership, the Strategy 2025, The Red Thread, online training and inspiration for leaders, the new proposals for changing follow-up of programmes.

In December 2023, Pauline Westwood and Rosey Leiper attended a Zoom meeting with Friskis Europe, a group of Friskis association chairs from outside Sweden and Norway. This was an opportunity to meet Janna Hellerup Ulvselius, General Secretary and Christer Ferngren, Development Manager of Riks headquarters Friskis&Svettis. There were also representatives from Luxembourg, Brussels and Paris. There are planned changes to the Friskis&Svettis website, which will make it easier to maintain. There are plans to make more training available in English. It was useful to also highlight challenges we face with translating information from Swedish, and also difficulties in marketing Friskis outside Scandinavia. Another meeting is planned for 2024.

Friskis&Svettis Sweden AGM will be held on 16 March 2024.

Rosey Leiper visited Friskis Oslo while travelling on holiday and was a guest leader at their gym in Majorstuen.

Conclusion

It has been a busy year for Friskis Aberdeen and time will tell if our efforts to spread the Friskis word will lead to growth of our exceptional exercise association. Remember everyone can do their bit, whether it's posting or sharing a post on social media, writing a Facebook review or bringing a friend to a class or walk. The message is that every little helps!



Operational Plan 2023/24

Action	Progress	Outcome
1. Publicity – this function has been taken on by the committee		
Facebook	Ongoing	Jackie Leiper to continue to be Facebook Co-ordinator with Katie Stott as her backup.
Website development	Ongoing	Katie Stott has updated the website. Riks have announced changes to the website being launched in 2024 which will make maintaining it easier.
Local Press articles	Ongoing	Articles written and published in three local magazines. Press and Journal coverage of Friskis Kick Off event and featured in top 7 favourite activities of 2023. To explore article in Trend magazine
Leaflets	ongoing	10,000 leaflets posted to Milltimber, Bielside, Cults, Mannofield, Seafeld and Garthdee
Events	ongoing	Stalls at Inchgarth Community Centre Fayre, and Aberdeen Health and Wellbeing Festival. To repeat in 2024/5 if possible. Participating in Grampian Wellbeing Festival May 2024.
2. Friskis&Svettis Strategy 2023-2025. Translate and implement elements relevant to Friskis Aberdeen		
Premises and branding	ongoing	Encouraged leaders to display banners during classes. To purchase more banners 2024/5
Increase volunteer engagement	ongoing	One member has volunteered to re-instate Friskis X account
Offer classes in other places	ongoing	Outdoor classes, Tillydrone Community Centre, Collieston Offshore Rowing Club.
Friskis Go	ongoing	Members emailed with new access code. Friskis Go highlighted when classes were cancelled in adverse weather conditions
Growth of member numbers	ongoing	Membership has increased slightly from 2022
Digital communication with members	ongoing	Facebook and now X used regularly. Email used regularly by Viking Hiking.
Members recommendation of Friskis to others	ongoing	Data not collected.. Word of mouth has traditionally been the source of our new members.
Membership base should better reflect the local population.	ongoing	Increased advertising of Friskis to reach wider population
Volunteers should reflect member base	ongoing	Communication with membership in 2024 to engage more volunteers

3. Training – New Leaders – encouraging potential new leader training whether that be Jympa or Viking Hiking.		
Train new Viking Hiking leaders	Ongoing	
Training new Jympa Leaders	Ongoing	Discussions with one potential candidate for training, but this did not proceed
3. Training – Existing Leaders		
Organise Kick Off event	Complete	Successful event - training on new Jympa and the Red Thread
4. Jympa and Viking Hiking – completion of CPR training leader in keeping with insurance requirements		
Agree numbers requiring CPR training	Ongoing annually	Viking Hiking leaders attended training from British Red Cross. Some exercise leaders have used online British Heart Foundation training. Will be restarted this year

	2023	2024	Total	
INCOME	£	£	£	£
Membership Fees	5,480	2,220	7,700	5,980
Non-Members	-	-	-	-
Leader Fees	360	-	360	-
F&S Training	-	-	-	-
Stick Hire	-	-	-	-
Leader Devel & Training	-	-	-	450
Misc	-	-	-	-
Coffee Morning	-	-	-	-
Kick off Class Fees	-	-	-	-
Leaders Uniforms	-	-	-	-
Sale of mugs	-	-	-	-
Sale of scarves	-	-	-	-
Class Levy	-	-	-	-
Misc	-	-	-	-
Donations	30	-	30	20
Bank Interest	-	-	-	-
Total Income	5,870	2,220	8,090	6,450
EXPENDITURE				
F&S Affiliation Fee	2,237	-	2,237	1,767
AGM Expenses	129	-	129	-
Stationery, Postage	-	-	-	-
Printing/Publicity	812	-	812	-
Website	-	-	-	-
Charity Donation Red X	50	-	50	-
Kick-Off Weekend	2,336	-	2,336	124
Viking Hiking	-	-	-	-
Insurance	281	-	281	250
F&S Training	-	-	-	-
Visiting Leader	-	-	-	-
Leader Training / Devt.	202	-	202	83
Bank Charges	30	-	30	15
Treasurer's Fees	-	-	-	-
Audit Fee	105	-	105	101
Gifts / Prizes	52	-	52	-
Equipment	-	-	-	-
AVCO	25	-	25	-
Total Expenditure	6,259	-	6,259	2,340
				4,110
Surplus for Year		1,831		4,110
Represented by:	£			£
Opening Bank Balance	10,660			6,550
Closing Bank Balance	12,491			10,660
Net Increase in Funds	1,831			4,110



F&S INDICATIVE BUDGET FOR 2024

INCOME

1. Membership Fees	£8,020 ⁽¹⁾
2. Leaders' Fees	£ 420 ⁽²⁾
3. Other Income	£ 100 ⁽³⁾
Total	£8,540

EXPENDITURE

4. RIKs Affiliation Fee	£2,250 ⁽⁴⁾
5. KO Weekend / Masterclass	£1,600
6. Leader Training	£ 0 ⁽⁵⁾
7. Leaders' Programmes LUF	£ 250 ⁽⁶⁾
8. AGM Expenses	£ 100
9. General Administration	£ 200 ⁽⁷⁾
10. Publicity	£ 500
11. Insurance (VH)	£ 300
12. Other	£ 100
Total	£5,300

NOTES

1. Based on estimated 400 x 2023 Members plus Non-Members income
2. Based on 8 active (@ £50) and 2 non-active leaders (@ £10)
3. Fund raising events / Quizzes
4. Based on 361 x 2023 Members @ 80 SEK per person
5. No candidates identified for 2024; but sufficient funds available for the future
6. Based on 5 new programmes needing to be checked
7. Includes Auditors fee

I have prepared the Income & Expenditure Accounts on the basis of information supplied to me from the Society's records.

It is the responsibility of the Trustees to ensure that proper accounting records are maintained in accordance with acceptable accounting practice.

My review included examination, on a test basis, of evidence supplied of relevance to the amounts and disclosures in the financial statements.

In my opinion the Income & Expenditure Accounts give a true and fair view of the state of the Society's affairs as at 31st December 2023

Increase in Funds

Accumulated reserves increased by +£1,831 during 2023.

Membership

2023 figures include 111 memberships paid in advance for 2024 @ £20 each
Membership income is steady. During 2023 £5,480 fees were collected for the year, to be added to the advance subscriptions of £1,500 that were collected the previous year.
This brings total accrued subscription fees for 2023 to £6,980 (349 members).
The Society is mindful of the need to maintain numbers by promoting their classes - for example at Well-Being festivals and by door to door leafleting.
The Society's membership fees were reviewed in 2021, and have since been held at £20 PA
There is no financial pressure to increase fees in the foreseeable future.

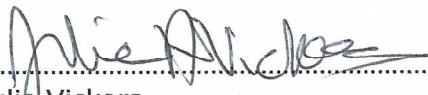
Expenditure

Total expenditure for 2023 amounted to £6,259 compared to £2,340 for 2022.
This year included costs for Leader Development and two Kick Off Weekends, showing a healthy return to normal activity levels since Covid restrictions have been lifted.

Affiliation fees paid in January 2023 amounted to £2,237 up from £1,766.62 in 2022.


Reserves

There is a healthy reserve now of £12,491 which is equivalent to two years expenditure.


.....
Julie Vickers

Date 1st February 2024

On behalf of the committee I confirm that to the best of my knowledge all relevant accounting information has been made available for review.


.....
John D. Gregory

Date 1st February 2024

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