

MINUTES OF CQI WESSEX AGM MEETING & EVENT ON 7th MAY 2009 HELD AT THE HUB, VERWOOD

1. Greeting members & welcoming them to the 5th meeting & AGM – meeting opened at 7.30pm by the Chairman Stephen Feltham.
2. Apologies for non-attendance.
Michael Anstey, Neil Cleverly, Paul Clifton, Michael Dallenger, Rodney Darch, Richard Field, Martyn Hancock, Phil Hanson, Michael James, David Hoyle (group committee), Amanda McCarthy, Robert Mainwaring, Ray Mellett (group committee), Tony Pither, Ian Potentier, William Potts, Gerald Roberts, Barry Senior, Alan Starkey, Peter Thompson, Patrick Tovey, Michael Watson, Roger Wonnacott, Kevin Wright, Antoni Zbijowski
3. Minutes of previous AGM (none available).
4. Treasurers report (no report, as finances dealt with by SW Region).
5. **Secretary's report – Lorna Dyter MCQI CQP read her report:-**

Having been voted as Secretary for the restart of the CQI Wessex branch, I have been feeling my feet and getting to know how the process works and also the members of our branch.

The year started off in January with a "social" meeting to get members together but was also very generously supported by Group committee members & CQI Head office personnel (5 in total). Simon Feary from head office gave us a resumé of what CQI want to do for members and the future plans. This meeting got us off to a very good start.

Stephen our Chairman introduced us all to "3-minute hobby horse", which are talks from members for each meeting. This has worked well with different people chosen each time for the next meeting, and a different subject of their choosing.

The following meetings all had very good presentations from:-

- Teresa Folkes from CQI head office in February, giving information about CQI in more detail, in particular CPD, plus providing us with literature and brochures from CQI.
- Colin Thomas from Sigma Wales in March, gave us a presentation on "lean overview", with examples. What lean overview means, what it is driven by and how to use mapping processes.
- Tony Brown from the Standards Development Group gave a presentation on "ISO 9000 – Keeping it up to date", showing the history of quality right back to 500 B.C. & the start of quality standards in 4000 B.C. When the SDG was set up & how it works, what we can all gain from it and how we can all contribute to standards work.
- Graham Hawke is our presenter for this meeting, and is giving a presentation on the "Deming Red Bead Experiment", which sounds very innovative and I am sure we are all looking forward to it. I know I am.

Note: I ask that if any members wanted copies of any of the presentations that we have had at meetings previously, could you please let me know and I will arrange to email them out (if not already done).

I advise that our next meeting will not be until September 2009, to give a rest period between events and following the remit of our CQI Group, and also because many people take holidays during June-August. A new calendar of events will be started then but we are still open to suggestions for these meetings. I hope that we can rely on our members for continued support and also CQI through all our continued membership.

I hope that members have been happy with my work for the branch so far, and looked forward to continuing to work with and for you all.

- Report Proposed by: Jim Kirk
- Seconded by: Steve Wootton

6. Chairman's report – Stephen Feltham FCQI CQP read his report:-

Wessex branch has been in existence as part of the CQI for about 33 years. It has been a great personal pleasure for me to have been associated with the branch during its inauguration under the guidance of Lt. Col David Squirrell (Rtd) who was chairman until I took over from him about 10 – 12 years ago. I think that it is a credit to the Branch that in three decades of operation it has a stability sufficient to warrant only two chairmen during that time, but now is an opportune moment to introduce a renewed vigour to the branch.

In the last two to three years Wessex Branch was fairly moribund. It has been kept going by continual representation at our Regional coordinating committees held in Bath or at Chepstow.

During the last twelve months however we have been fortunate to have attracted the endeavours of Lorna Dyter who has brought to the Branch the much needed enthusiasm, energy and meaningful contribution.

Our South West Region Committee have never forgotten the existence of Wessex Branch and after many hours of co-ordination and hard work we were able to kick-start the Branch back into a healthy and active programme. Starting in January this year, and supported by Simon Feary our CEO, Peter Bennett our Chairman and David Hoyle Chair of SW Regional Committee, the Wessex Branch surged into a second life and since then we have been successful in having healthy attendance for our meetings. My particular thanks go to Lorna but especially also to yourselves, the members of the Institute, who have attended and made the evenings so worthwhile with your attention, questions and "Three minute wonders", that I feel have been a great success.

The future looks good for the Institute and our Branch if the level of support and interest you have demonstrated continues in like fashion. I feel it will, I want it to and I am sure you do too.

Many thanks to all our members for attending and I look forward to many more years of healthy QA activity.

- Report Proposed by: Adam Crosbie
- Seconded by: Peter Jenkins

7. Election of officers:-

Stephen Feltham advised that he was retiring from the committee and that Jim Kirk had agreed to take over this position.

Jim Kirk voted as Chairman:-

- Proposed by: Lorna Dyter
- Seconded by: Justin Banks

Lorna Dyter agreed to continue as Secretary:-

- Proposed by: Steve Wootton
- Seconded by: Nick Clark

Two other people had agreed to be committee members, Roy Mansell and Graham Errington:-

- Proposed by: Peter Jenkins
- Seconded by: Jane Howitt

8. Any other business – no other business from members

9. AGM close – Jim Kirk closed the AGM at 7.45pm

A presentation gift with a card signed by all members present, was introduced by Jim Kirk and given by Lorna to Stephen Feltham with heartfelt thanks from all members for his contribution to the branch.