

FIFTY-EIGHTH ANNUAL GENERAL MEETING OF THE BIR

MINUTES

The fifty-eighth Annual General Meeting of the British Institute of Radiology incorporated by Royal Charter was held online from 17 September 2018, closing for comment 20 September 2018 at 4pm. The meeting was held for the purpose of transacting the following business. The Annual Report and Accounts to 31 March 2018 had also been available to members on the BIR website, and by post, where appropriate.

The President, Mr Andy Rogers, provided the Notice convening the fifty-eighth General Meeting of the British Institute of Radiology incorporated by Royal Charter.

Attendees

Full members: Andy Rogers, Jane Phillips-Hughes, Sridhar Redla, Nicholas Woznitza, Jonathan Cole, Vijay Jayaram, Kannan Rajesparan, Helen Hughes, Stephen Harden, Nicholas Spencer, Peter Harrison, Nicholas Scream, Sharon Drake, Leighton Chipperfield, Andrew Craig, Daniel McGowan and Warren Goodall.

Staff: Simon Thompson, Magda Howlett, and Lucy Stewart.

- 1 The Minutes of the fifty-seventh Annual General Meeting were approved.
(Appendix 1)

Proposed by: Mr Andy Rogers

Seconded by: Dr Nick Woznitza

- 2 The report of the Trustees for the year ending 31 March 2018 (**Appendix 2a**) and the summary report from the President, Mr Andy Rogers (**Appendix 2b**) were submitted.

The President's report is copied below:

Members of the British Institute of Radiology, I am very pleased to welcome you to our fifty-eighth annual general meeting (AGM). This is my second and final report as BIR President and I am delighted to say that it has been a busy and productive year with some big achievements and with the news of exciting developments on the horizon.

We begin with the announcement of a new arrival, BJR|Open, our latest journal. Fully open access and overseen by an international editorial board, it promises to add strength to our publishing arm and an important platform for advancing the fields of imaging and radiation oncology.

This year saw growth in our educational programme, with over 32 events serving more than 1,600 delegates. Many of our events are recorded so that members can view lectures at a later date.

These, together with all our recorded webinars, provide a unique portfolio of online resources which are gaining a reputation as vital educational tools. Getting time off to attend events is challenging for many of us so this member benefit will grow and develop in years to come.

Our Annual Congress was the biggest yet and offered a fantastic opportunity for delegates to review their practice, explore current thinking and, importantly, to meet new people and catch up with old friends. Personally, I always find this particular event is a great opportunity to broaden one's mind a little and get a taste of a topic out of your comfort zone.

This year I have shaken more hands and appeared in more photos than I ever dreamed of and it has been an absolute delight to meet so many members of our new World Partner Network and discuss the challenges that face multidisciplinary teams across the globe. This new initiative embraces our ethos of sharing education and best practice, not just in the UK but internationally, and we look forward to seeing this project bloom in the years to come.

Our branch committees work hard to provide events focussed on local need and issues, and to act as focal points for members across the UK. I would like to welcome our new Northern Ireland branch, and thank all branch committee members for their devotion and commitment.

Our special interest groups (SIGs) sit at the heart of our organisation and epitomise our ethos of multidisciplinary working. SIG management groups meet several times a year and not only deliver outstanding educational events and online resources, but also help shape and galvanise their fields through participation in the policy making and guideline setting processes. We have been particularly active this year in helping to improve safety for patients and staff through our involvement in a number of committees and working parties.

And finally I'd like to end on a personal note of thanks to all those who have supported me in the role of President. The BIR staff work tirelessly for us all and members who give their time for free are the bedrock of the BIR. To all of you, a heartfelt thank you!

Proposed by: *Dr Jane Phillips-Hughes*

Seconded by: *Dr Nick Woznitza*

For additional information, the Annual Review is also available on the website.

3 The report from the Honorary Treasurer, Mr Andrew Craig, was submitted (**Appendix 3**)

The Treasurer's report is copied below:

Members of the British Institute of Radiology (BIR), this is my second report as Honorary Treasurer of the BIR. I am reporting on the financial year for the 12 months to 31st March 2018.

Financial Performance

The Institute recorded a net deficit of £175k for the 12 months to 31 March 2018, in comparison to a net surplus of £382k for the 12 months to 31 March 2017. At an operating level, the Institute recorded a deficit of £170k in comparison to a deficit of £236k in the previous year.

Income for the 12 months to 31 March 2018 was £1.71 million compared to £1.61 million in the 12 months to 31 March 2017. The principal sources of revenue are publishing (£928k), education (£379k) and membership (£232k).

Expenditure for the year was £1.88 million for the 12 months to 31 March 2018 compared to £1.85 million for the 12 months to 31 March 2017. The principal areas of expenditure were publishing (£790k), education (£759k) and membership (£296k).

There was an improvement in core operations, resulting in a reduction in the operating deficit. However the value of the investment portfolio dropped slightly, resulting in an overall deficit. This contrasts with the previous year, which benefitted from an increase in the value of the investment portfolio.

The Institute continued to focus on fulfilling its core objectives: providing higher quality education and information to greater numbers of people, whilst at the same time moving closer towards an operating surplus to ensure the Institute is financially sustainable.

Key developments included a more effective member retention programme, which improved membership renewals from 64% to 72%. This was coupled with the introduction of online direct debit payment as the default for membership, which is expected to improve the renewal rate still further in future years.

We provided face to face training to 1,641 delegates—a significant increase—whilst at the same time gaining improved ratings for quality, with 96% of delegates rating the events “good” or “very good” for educational content. We placed greater emphasis on popular topics, and managed to reduce our cost-per- delegate through more careful procurement and advance planning.

Our journals continued to flourish, with increased revenue from Open Access publishing and a significant improvement in the Impact Factor of our flagship journal, BJR. The Institute reached out to partner organisations throughout the world by launching the BIR World Partner Network—a collection of organisations representing imaging and oncology professionals.

Sixteen organisations joined the scheme, which will initially involve sharing educational content, and may grow to include collaboration on other matters of international relevance.

Proposed by: *Dr Jane Phillips-Hughes*

Seconded by: *Dr Sri Redla*

4 Election of Officers and Council members for the Session beginning 1st October 2017.

President	Dr Jane Phillips-Hughes	2018/2020
Vice President (External Affairs)	Dr Alexandra Stewart	2017/2020
Vice President (Publishing)	Dr Nicholas Screaton	2016/2019
Vice President (Education)	Dr Maryann Hardy	2017/2020
Honorary Treasurer	Mr Andrew Craig	2016/2019
Honorary Secretary	Dr Sridhar Redla	2017/2020
Mr Peter Harrison		2016/2019
Mr Leighton Chipperfield		2016/2019
Mr Nick Woznitza		2015/2018
Ms Sharon Drake		2017/2020
Mr Jonathan Cole		2017/2020
Mrs Helen Hughes		2018/2021

The election of the Trustees for 2018/19 was approved by the AGM.

Proposed by: *Dr Nick Woznitza*

Seconded by: *Dr Kannan Rajesparan*

5 Auditors to the Institute

The President thanked Sayer Vincent for undertaking the audit of the 2017/18 Accounts and proposed their reappointment to audit the 2019 Accounts.

This was approved by the AGM.

Proposed by: Mr Andrew Craig

Seconded by: Dr Daniel McGowan

6 It was announced that the following members had been elected for Fellowship in 2018

- Dr Sridhar Redla
- Dr Nick Woznitza
- Ms Rebecca Rafiyah Findlay

7 Any other business

There were no further matters for discussion and the meeting was closed at 4pm on 20 September 2017.