

Institute of Brewing & Distilling Scottish Section

Minutes of 23rd Annual General Meeting, covering Calendar Year 2022, held on 2nd May 2023 at Kilmalid, Chivas Brothers, Dumbarton G82 2SS at 6pm.

1. Chair's Welcome.

The Chair, Stuart Watts, called the meeting to order and welcomed all present.

2. Present and Apologies - Members Present:

Stuart Watts
Niki Charleston
Ken Duncan
David Hannah
Chris Thomson
Laura Barber
Chris Waymark
Margaux Huisman
Stewart Murray
Stephanie Macleod
Struan Reid
David Ragg
Keith Lugton
Douglas Murray
Alan Wright
Richard Wong
Bernie Sweeney
Stuart Maxwell
Jane Millar
Craig McPherson
Kirsty Scott
Sally McGarry
Mark Williamson
Robin Mitchell
Duncan Kellock
Findlay Ross
Derek Draper
Julie Brown
Lea Watson
Lewis Connor
Ellie Gold
Sonya Ferguson
Desmond Hopkins
Angela Brown
Brian Eaton

Members' Apologies:

Duygu Beypinar
Frances Jack
Jim Murray
Alister McDermott
Richard Simpson
Rory Slater
Fergus Clark

3. Minutes of 22nd Annual General Meeting held on 21st April 2022 via Zoom virtual conference at 16.30.

The minutes were proposed by Keith Lugton and seconded by Douglas Murray and unanimously accepted.

4. Matters Arising

There were no matters arising.

5. Chair's Report – 2022

The Chair, Stuart Watts, gave his wholehearted thanks to the Scottish Section for such a successful year of events and especially to all the Committee Members who gave their time and enthusiasm in organising the events. He alluded to the forthcoming WDSC2023 and was looking forward to that being a superb showcase for the spirits' sector across the globe. He noted that his two-year tenure as Chair was rapidly approaching its end and wished the incoming Chair, David Hannah, all the very best for his time at the top.

6. Financial Report – 2022

IBD Scottish Section **Treasurer's Report 2022** **For AGM on 2nd May 2023**

Following on from Brian Eaton over the last two years, "this has been an unusual year!" - again.

Firstly, many thanks to Brian Eaton who completed his last year as the Scottish Section Treasurer at the start of 2023 – he has been a very hard act to follow and I think I speak on behalf of not only the Committee but also all the members of the Scottish Section when I thank him for all he has done over the years.

In 2023 the IBD has changed the way that it operates its accounting systems. The Scottish Section accounts were closed, and new ones were opened which feed into the Xero Software. This, and the residue of the Covid restrictions which were in place lead to a quiet start of the year. Once we got into Spring, there were a number of events – the Sustainability Day held at Atholl Palace Hotel, the Ireland Study Tour and finally the Annual Dinner.

The Executive Summary gives an overall picture for 2022 with £34,886.07 of income, plus an opening deposit in the account of £20,000 and £38,353.46 of expenditure. The Summary is focused on the Current Account only – the Reserve Account holds a small balance of cash, currently £2,379.16. All the account transactions for this account are interest payments in.

Grants are no longer paid directly from the Scottish Section; these are now handled separately by HQ in London; the application process remains the same but the information is passed to the Accounts team in Curlew Street for processing.

The closing balance at the bank at end 2022 was £6,532.61. It is worth noting that we are still awaiting payment of £2,200 of outstanding invoices from the IBD Dinner 2021.

The Annual Dinner took place on Friday 30th September at the Doubletree by Hilton in Glasgow with 394 attendees and a separate Dinner reconciliation is attached. There was also an extremely successful Study Tour organised in 2022 for 20 people.

The Scottish Section Accounts for 2022 have been approved by our examiners in Scotland and have been submitted to the IBD for auditing.

Niki Charleston, Treasurer, April 2023

IBD Scottish Section				
Executive Summary 2022 Accounts				
Income				
	Dinner 2022	£ 26,501.07	Note 1	Note 3
	Transfer Into New Account	£ 20,000.00	Note 2	
	Ireland Study Tour	£ 8,385.00	Note 4	
	Total Income	£ 54,886.07		
Expenditure				
	Dinner 2021 costs & refund	£ 26,616.73	Note 1	
	Sustainability Day	£ 3,855.00		
	Study Tour	£ 7,787.00	Note 4	
	Gift: Brian Eaton	£ 51.95		
	Errors in bank transfers out		Note 2	
	Bank charges	£ 42.78		
	Total Expenditure	£ 38,353.46		
Net cash inflow/outflow		£ 16,532.61		
Opening Bank Balance - Current a/c		£ -		
Closing Bank Balance - Current a/c		£ 16,532.61		
Movement in Bank Balance		£ 16,532.61		
Error +/-		£ -		
Note 1: See separate Dinner 22 Reconciliation				
Note 2: We have changed to a new banking system this year; this went live in June.				
Note 3: There are still £2,200 of outstanding invoices for the dinner to be paid.				
Note 4: See separate Study Tour Reconciliation.				
NC April 2023.				

Annual Dinner 2022 Reconciliation

INCOME			
		GROSS	VAT
08 Jul 2022	IBD Dinner	£800.00	£133.33
15 Jul 2022	IBD Dinner	£800.00	£133.33
16 Jul 2022	IBD Dinner	£160.00	£ 26.67
29 Jul 2022	IBD Dinner	£800.00	£133.33
03 Aug 2022	IBD Dinner	£800.00	£133.33
04 Aug 2022	IBD Dinner	£800.00	£133.33
16 Aug 2022	IBD Dinner	£800.00	£133.33
17 Aug 2022	IBD Dinner	£45.00	£ -
31 Aug 2022	IBD Dinner	£80.00	£ 13.33
17 Sep 2022	IBD Dinner	£800.00	£133.33
17 Sep 2022	IBD Dinner	£1,600.00	£266.67
21 Sep 2022	IBD Dinner	£80.00	£ 13.33
21 Sep 2022	IBD Dinner	£800.00	£133.33
05 Oct 2022	IBD Dinner	£800.00	£133.33
05 Oct 2022	IBD Dinner	£800.00	£133.33
05 Oct 2022	IBD Dinner	£960.00	£160.00
05 Oct 2022	IBD Dinner	£1,060.00	£176.67
13 Oct 2022	IBD Dinner	£240.00	£ 40.00
13 Oct 2022	IBD Dinner	£800.00	£133.33
14 Oct 2022	IBD Dinner	£800.00	£133.33
26 Oct 2022	IBD Dinner	£205.00	£ 34.17
29 Oct 2022	IBD Dinner	£800.00	£133.33
25 Nov 2022	IBD Dinner	£800.00	£133.33
25 Nov 2022	IBD Dinner	£1,600.00	£266.67
25 Nov 2022	IBD Dinner	£1,600.00	£266.67
25 Nov 2022	IBD Dinner	£1,600.00	£266.67
06 Dec 2022	IBD Dinner	£800.00	£133.33
27 Dec 2022	IBD Dinner	£80.00	£ 13.33
25 Nov 2022	IBD Dinner (Ex VAT; paid to HQ)	£666.67	£ -
25 Nov 2022	IBD Dinner (Ex VAT; paid to HQ)	£666.67	£ -
25 Nov 2022	IBD Dinner (Ex VAT; paid to HQ)	£1,266.67	£ -
14 Dec 2022	IBD Dinner (Ex VAT; paid to HQ)	£666.67	£ -
29 Dec 2022	IBD Dinner (Paid in Euro's)	£78.39	£ -
18 Nov 2022	IBD Dinner (Table Cheese Board)	£46.00	£ 7.67
25 Nov 2022	IBD Dinner	£1,600.00	£266.67
23 Nov 2022	Sponsorship of Piper for IBD Dinner	£200.00	£ 33.33
		£26,501.07	
Outstanding Invoices:			
		GROSS	VAT
	IBD Dinner	£1,600.00	£266.67
	Sponsorship	£300.00	£60.00
	Sponsorship	£300.00	£60.00
		£2,200.00	

EXPENDITURE		GROSS	VAT
10 Sep 2022	Deposit for Events Team - IBD Dinner - INV 02	£2,531.16	£421.86
18 Oct 2022	Speaker Expenses - IBD Dinner - INV 05	£590.12	£0.00
19 Oct 2022	Remaining Payment Events Team - IBD Dinner - INV 02	£2,531.16	£421.86
20 Oct 2022	Refund IBD Dinner	£400.00	£66.67
20 Oct 2022	Refund IBD Dinner	£400.00	£66.67
11 Nov 2022	IBD Dinner - Doubletree Hilton Invoice INV 14	£9,723.35	# # # # #
11 Nov 2022	IBD Dinner - Doubletree Hilton Invoice INV 14	£9,000.00	
08 Nov 2022	Photographer - IBD Dinner INV 13	£395.00	
25 Nov 2022	IBD Dinner Toastmaster INV 20	£525.00	
26 Oct 2022	Various for IBD Dinner INV 09	£520.94	
		£26,616.73	

Irish Study Tour Reconciliation

INCOME			
		GROSS	VAT
05 Jul 2022	Ireland Study Tour	£400.00	£66.67
06 Jul 2022	Ireland Study Tour	£400.00	£66.67
16 Jul 2022	Ireland Study Tour	£400.00	£66.67
19 Jul 2022	Ireland Study Tour	£400.00	£66.67
19 Jul 2022	Ireland Study Tour	£400.00	£66.67
26 Jul 2022	Ireland Study Tour	£400.00	£66.67
27 Jul 2022	Ireland Study Tour	£400.00	£66.67
27 Jul 2022	Ireland Study Tour	£400.00	£66.67
30 Jul 2022	Ireland Study Tour	£400.00	£66.67
30 Jul 2022	Ireland Study Tour	£400.00	£66.67
11 Aug 2022	Ireland Study Tour	£400.00	£66.67
17 Aug 2022	Ireland Study Tour	£400.00	£66.67
18 Aug 2022	Ireland Study Tour	£400.00	£66.67
27 Aug 2022	Ireland Study Tour	£400.00	£66.67
15 Sep 2022	Ireland Study Tour	£400.00	£66.67
17 Sep 2022	Ireland Study Tour	£400.00	£66.67
05 Oct 2022	Ireland Study Tour	£400.00	£66.67
13 Oct 2022	Ireland Study Tour	£400.00	£66.67
11 Nov 2022	Ireland Study Tour	£400.00	£66.67
29 Oct 2022	Ireland Study Tour (Paid in Euro's)	£385.00	£ -
25 Nov 2022	Ireland Study Tour	£400.00	£66.67
		£8,385.00	
EXPENDITURE			
		GROSS	VAT
10/09/2022	Bus Hire for Brora Trip - INV 03	£150.00	£0.00
15/10/2022	Hotel bookings for Ireland Study Tour - INV 04	£4,900.29	£0.00
19/10/2022	Coach Hire - Ireland Study Tour - INV 06	£533.57	£0.00
19/10/2022	Distillery Visit Irish Study Tour INV 07	£373.64	£0.00
20/10/2022	Dinner and Drinks - Ireland Study Tour INV 08	£642.62	£0.00
28/10/2022	Dinner and Drinks - Ireland Study Tour INV 10	£320.67	£0.00
01/11/2022	Ireland Study Tour (Dublin Liberties & Uber) INV 11 & 12	£278.10	£0.00
18/11/2022	Ireland Study Tour (Jameson Experience) INV 15	£218.25	£0.00
25/11/2022	Ireland Study Tour Uber Expenses INV 16	£15.91	£0.00
25/11/2022	Ireland Study Tour Uber Expenses INV 17	£40.43	£0.00
25/11/2022	Ireland Study Tour Uber Expenses INV 19	£95.60	£0.00
10/10/2022	Kilbeggan Distillery Tour (Ireland Tech Tour) Expenses	£211.68	£0.00
10/10/2022	Currency Conversion Fee Expenses	£6.24	£0.00
		£7,787.00	

Matters Arising from the Financial Report:

Keith Lugton asked if there were copies of the accounts available for the members at the AGM. Ken Duncan replied that they had been published on the IBD website under General Meetings, but that copies would be made available for future AGMs.

7. Election of Office Bearers

The following officers were elected unanimously:

OFFICE	NOMINATION	PROPOSED BY	SECONDED BY
Chairman	David Hannah*	Stuart Watts	Ken Duncan
Vice Chair	Angela Brown*	David Hannah	Stewart Murray
Secretary	Ken Duncan	Angela Brown	Fergus Clark
Treasurer and Dinner Secretary	Niki Charleston	Margaux Huismann	Struan Reid

* Nominated for a two-year tenure at 2023 AGM

At this point David Hannah, having been duly elected as Chair, took control of the meeting.

8. Election of Ordinary Committee Members

The following committee members were elected unanimously:

COMMITTEE MEMBER	PROPOSED BY	SECONDED BY	TENURE
Chris Thomson (Chivas Bros)	Keith Lugton	Sally McGarry	To AGM 2026
Alasdair Punton (Edrington)	Hannah Proctor	Sonya Ferguson	To AGM 2026
Duygu Beypinar (Diageo)	Niki Charleston	Douglas Murray	To AGM 2026
Dawn Maskell (Heriot-Watt)	Frances Jack	Stewart Maxwell	To AGM 2026

9. Election of Examiners for Financial Year 2021

Niki Charleston proposed that the examiners for next year should remain as Dr James Brosnan and Susan McKinlay of SWRI which was accepted unanimously. She will write to James and Susan requesting that they carry this out.

10. Any Other Competent Business

Sally McGarry (Napier & SWRI) and Joel Saunderson (Heriot-Watt) were co-opted on to the Committee as Early Career representatives.

The Chair thanked Stuart Watts wholeheartedly for his hard work and sterling service over the previous two years, welcomed all new members and co-optees to the committee and wished all well for his tenure. He added that as the WDSC2023 approached in a few days, he asked the WDSC2023 Chair, Jane Millar, to say a few words about the conference and what it would mean for the global spirits sector. Jane did so with aplomb and encouraged all to attend with anticipation. He gave thanks to all the staff at Chivas Brothers' Kilmalid Site for their courtesy in offering the site for an extensive tour and for the AGM.

At 6.45pm the Chair, David Hannah, thanked all for their attendance and called the AGM to a close.

11. Date of 2024 AGM

To be advised.