

AMOSSHE Annual General Meeting

13 May 2026 10:00 – 10:45 | Online

Presenters:

Chair: Aleata Alstad-Calkins (AAC),

Vice Chair: Andy Shanks (ASH),

Vice Chair (Professional Development): Chris Warrington (CWA),

Vice Chair (Operations): Emma Bales (EBA).

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AGENDA

- 1) *Chair's opening remarks*
- 2) *[Minutes and matters arising](#)*
- 3) *Year in review and look ahead*
- 4) *[Year-end finance accounts](#)*
- 5) *[Membership fee prices for 2026 – 2027](#)*
- 6) *AMOSSHE Executive Committee results*
- 7) *Any Other Business*

- 1) *Chair's opening remarks*

Aleata Alstad-Calkins, AMOSSHE Chair, will open the AGM with a few comments on the year so far.

- 2) *Minutes and matters arising*

A review of the minutes and actions from the previous meeting AGM, 14 May 2025.

3) Year in review and look ahead

Andy Shanks, Vice-Chair, and Chris Warrington, Vice Chair (Professional Development) will reflect on the impact of AMOSSHE's work - both in strengthening and connecting our member community, and in influencing national policy. They will also offer a forward-looking perspective on the priorities and challenges that continue to guide AMOSSHE's work into the coming year.

4) Year-end finance accounts

Emma Bales, Vice Chair Operations, will present the year end accounts for 2024-2025 this includes an update on the current financial position.

5) Membership fee prices for 2026 – 2027

Emma Bales, Vice Chair Operations, will present the membership fees for 2026-2027 and the rationale behind the new fees.

6) AMOSSHE Executive Committee results

Chris Warrington, Vice Chair (Professional Development), will present the results of the 2026-2028 executive committee elections.

7) Any Other Business

This is an opportunity for members to raise any other queries for consideration.

AMOSSHE AGM (annual general meeting) 2025: minutes

14 May 2025 - 1000 BST, online on Zoom

Presenters

John Bloomfield (JBL), Executive Director, AMOSSHE

Jill Stevenson (JST), Robert Gordon University

Emma Bales (EBA), University of Cumbria

Sarah Sweeney (SSW), Lancaster University

Chris Warrington (CWA), University of Leeds

Attendees

John Bloomfield, AMOSSHE

Benjamin Parsons, AMOSSHE

Emma Maslin, AMOSSHE

Jaimee Shan, AMOSSHE

Julia Jean-Baptiste, AMOSSHE

Michelle Scop, AMOSSHE

Sophie Elliott, University College of Estate Management

Jayne Aldridge, University of Sussex

Sian Howarth, Aston University

Jas Verdi, Northeastern University London

Sara Ragab, University of Greenwich

Julie Grant, Glasgow School of Art

Adam Waddingham, University College London

Aleata Alstad-Calkins, University of Roehampton

Jon Elsmore, University of Birmingham

Jill Stevenson, Robert Gordon University
Debra Rix, University of Law
Paul Rossi, University of the Art, London
Chris Warrington, University of Leeds
Sally Lambah, Wrexham University
Emily Price, Cranfield University
Victoria Frost, London School of Economics and Political Science
Emma Bales, University of Cumbria
Sarah Jones, University of Bradford
Ann Duncan, University of Strathclyde
Lydia Pell, University of East London
Keith Houghton, University of Law
Sarah Sweeney, Lancaster University
Helen McNeely, Queen's University Belfast
Sammy Li, University of Birmingham
Mark Wilkinson, Edinburgh Napier University
Andy Shanks, University of Edinburgh
Vanessa Napolitano, Leeds Trinity University
Ian Munton, Aberystwyth University
Anna Quinn, University of Northampton
Donny McCormick, Safeguarding HE
Lara Meischke, University of St Andrews
Sarah Richardson, University of Derby
Campbell Powrie, Heriot Watt University
Helen Groenendaal, Royal Holloway University of London
Sara Gallagher, Bath Spa University
Angela Scanlon, Ulster University

Fran Radcliffe, Cranfield University

Malcolm Fitzgerald, Teesside University

Opening remarks

JST welcomed members to the AGM, went through the agenda and discussed what to expect.

JST thanked our members for their contributions this year and our sponsors and partners too.

JST also thanked the National Office team for all their hard work this year.

Minutes and matters arising: AGM 2024

There were no matters arising, and the minutes of the 2024 AGM were passed as a true and accurate record.

Year in review & Finances

JBL presented the association's finances for the 2025/26 academic year, as outlined in the papers.

Budget also includes the new website investment of £55k.

Proposed changes to membership fees

SSW discussed that there is a proposed increase in membership fees.

CWA showed the increase in membership fees of between £15-£30 per academic year, depending on which category you fall into.

The AMOSSHE Executive Committee requested that members agree the new membership fees.

CWA opened the vote.

The decision was as follows:

- Yes – 100% / 28 votes
- No – 0%
- Abstain – 0%

As a result, the vote was Passed.

Executive Committee election results

EBA presented the results of the recent Executive Committee elections. The following people were elected:

- **Chair** – Sarah Sweeney, Lancaster University
- **Vice Chair Professional Development** – Chris Warrington, University of Leeds
- **Executive Members:**
 - Aleata Alstad-Calkins, University of Roehampton
 - Sally Lambah, Wrexham University
 - Sarah Richardson, University of Derby
 - Paul Rossi, University of the Art, London

The elected candidates and all the nominees were congratulated.

EBA also thanked Jill Stevenson who has been the AMOSSHE chair for 8 years.

Any other business

No other business was declared.

AAC thanked everyone for their input and closed the meeting.

AMOSSHE finances

AMOSSHE accounts report 2024-2025

Our end of year accounts are produced by our accounting firm Menzies in line with the requirements from Companies House as a small professional association. You can see the end of year statements here: [AMOSSHE accounts 2024-25](#).

These accounts provide a summary of the finances for AMOSSHE across the 2023/24 financial year, and it is a requirement for these to be published on Companies House. There are significant factors that contribute to the accounts each year, which can create a shift away from the expectations of the initial budget. These tend to be member attendance at AMOSSHE CPD (continuing professional development) events (including our National Conference), membership levels (income from members), uptake of sponsorship opportunities, VAT calculations based on our VAT structure, and changes in fees for core services provision.

AMOSSHE and the sector in general is dealing with stricter financial measures and re-structures that has impacted some of the work of AMOSSHE and led to a loss for the year.

	Budget	Accounts	Variance vs budget
Income	£601,762	£512,962	(£88,800)
Expenditure	£601,714	£559,513	£42,201
TOTAL	£48	(£46,551)	

Income

We had an ambitious target for our CPD and sponsorship income this year to help support our rising costs. Unfortunately, as the situation for HE providers changed quickly and significantly we saw lower numbers attending all of our events than we budgeted for, including our in-person events. We also saw a smaller number of sponsors attending activities due to the instability of the sector at the time. This effectively led to us reducing the size of some of our online and in-person events.

The quality and consistency of events were not compromised and feedback and engagement have remained consistently high.

Expenditure

We managed to reduce our spending in some areas such as in-person events which lowered our overall cost base quite significantly and will continue to look at how we structure some of this in coming years to be able to respond to any further changes in up-take of AMOSSHE opportunities. We continue to review our on-going costs to establish where we may seek to save money in a way which does not impact the work we do for members. This includes some of our software services, building service costs and subscriptions.

We have been able to maintain our current reserves levels of more than 6 months in line with our policies.

2025-26 budget

This current year we have evaluated our targets for some key areas including CPD and looked further at where we can mitigate costs centrally to help support us through this time of change. Our budget income and expenditure this year is more aligned to the results of the previous year to mitigate the unpredictability of the sector as much as possible whilst maintaining our levels of service.

	Budget	Notes
Income	£530,251	Reduced expectations around CPD and sponsorship as primary drivers for change.
Expenditure	£528,888	Reduced central costs for running AMOSSHE and reviewed central contracts at renewal.
TOTAL	£1,363	

This coming financial year will provide further challenges with decisions and cost implications for AMOSSHE through rental agreements renewals, equipment costs

and services in particular which is reflected in the decisions we have made in increasing the membership fee slightly to support our work into the future. We will continue to review our position as an organisation and ensure that we are providing value for money for members and that our strategic commitments are aligned and reasonable given the challenges members are facing.

AMOSSHE Membership fees

AMOSSHE will continue to deliver high value services to its members and is committed to ensuring that we are responding to member needs and representing our members in areas that are integral to the work they do.

The wider financial environment of rising costs, inflation and equipment/services has driven the need for AMOSSHE to re-evaluate the cost of our membership.

We are aware of the tough financial challenges members are facing at the moment and we have committed to keeping price rises as low as possible whilst committing to delivering value to members. We have provided a table below outlining the current year costs and the proposed costs for 2026/27 along with the difference between both. The largest cost change for member institutions is £63 to the core membership.

Member category	2025/26	2026/27	Difference
Small & Specialist	£510	£536	£26
Tier 1	£840	£882	£42
Tier 2	£1,050	£1,103	£53
Tier 3	£1,250	£1,313	£63
International	£575	£604	£29
Corporate	£1,700	£1,785	£85
Non-profit	£965	£1,013	£48
Individual	£415	£436	£21
Student	£65	£68	£3
Additional	£115	£120	£5

At the Annual General Meeting you will hear a snapshot of some of the work we have done this year for members and some thoughts on what is coming for members in the future. If you still have any concerns or questions on your

membership or the future work and support of AMOSSHE please feel free to contact us, we are more than happy to help and we value the input of our members.

To help support you in decision making you can see the benefits of AMOSSHE membership here: [Benefits](#).

The executive committee requests that members approve the increase in membership fees starting from the 1 August 2026.