

# Minutes

**MEETING:** Agency Board (Extraordinary Meeting)

**DATE:** Friday 25<sup>th</sup> June 2010

**TIME:** 3.00 pm

**VENUE:** Office of the Chief Executive , Beechill House, NIMDTA

## **Present**

### **Members**

Mrs J Eve (Acting Chair)  
Dr RJ Atkinson  
Dr J Marley (via audio link)  
Mrs A Eggert

### **Officers**

Mr T Hutchinson (Finance Manager)

### **In Attendance**

Mrs P Dardis

## **1 APOLOGIES**

There were no apologies.

Meeting attended by Ex Officio Members and Finance Manager only

## **2 FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010 ( Paper B10/32)**

The Board discussed the content and layout of the revised Financial Statements, which had been circulated in advance of the meeting.

The Finance Manager confirmed that the necessary revisions and adjustments required by the Auditors before they could be signed off had been made.

The Board formally accepted and adopted the Financial Statements.

The Board wished to record their thanks and congratulate Mr Hutchinson and his Finance Team for all their efforts.

**3 DRAFT ANNUAL REPORT 2009/10 (Paper B10/33)**

The Board discussed the content of the Annual Report.

The requested additions and revisions required by the Auditors had been made and the Annual Report would now go for approval to the NI Audit Office.

The Board accepted and approved the Annual Report. They wished to record their congratulations to the Chief Executive and Senior Management Team.

**4 ANY OTHER BUSINESS**

There was no further business.

**5 DATE OF NEXT MEETING**

Thursday 23 September 2010 @ 12.30 pm, Committee Room 1

**6 FUTURE DATES**

Thursday 25 November 2010 @ 12.30 pm, Boardroom