

Minutes of Committee Meeting		FAS	
<b>Date:</b>	24 May 2022	<b>Chair:</b>	<b>Bobby Manoo</b>
<b>Time:</b>	19:00 GMT	<b>Secretary:</b>	Helen Edwards
<b>Venue:</b>	Zoom Conference	<b>Author:</b>	Bobby Manoo
<b>Attendees</b> :	Bobby Manoo		✓
	Helen Edwards		✓
	Clive Inglis		☒
	Tej Dyal		✓
	Simon Hurst		✓
	Mike Meynell		☒
	Barry Cassells		✓
	Grey Liple		✓
	Nick Phillips		☒
	Andy Sawers (co-op)		☒
	Asra Jilani (co-op)		✓
	Roger Geeson (co-op)		✓
	Gurinder Lall (co-op)		✓
TBA – Replacement for Malcolm Porter		☒	

### Coordinators:

Lectures and Talks Coordinator:	Helen Edwards
Observing Coordinator:	Mike Meynell
Workshops and Events Coordinator:	Clive Inglis
IT Coordinator:	Simon Hurst
Media and Comms Coordinator:	Adrian Challinor
Website Coordinator:	Mike Meynell

---

### Administration Team

Overall Administration - Bobby

- Plan for the next AGM.
  - o The idea put forward is to hold the AGM separate from the main lecture as it has proven to take time away from the lecture.
  - o Propose to hold the AGM on 12 Sept & lecture on 19 Sept subject to booking availability at NMM
  - o Options for AGM event
    - Fireside chat – 2 astronomers to be approached for no more than 45 mins session.
    - Members talk will be plan B.
    - **Tej** to lead comms and plan the Fireside chat, **Simon, Helen** to join.

- Eddie Yeadon tributes – Options:
  - One off memorial may be better than ongoing tribute.
  - Consideration for a Bench plaque at Greenwich Park / Gardens.
  - Consider a marker on the ground in the park which is in line with the Laser pointer. This can be done on a bench or in isolation. Grey’s son may be able to design a bench with a marker on the arm.
  - **Grey, Bobby, Gurinder** to look into the details for this item.
  
- Proposal for volunteers for events and committee members.
  - Bobby’s proposals approved to go forward for volunteers - items 1 and 2.
  - Item number 3 on the proposal will be ruled out and committee members will be ‘soft approached’ based on feedback on options 1 and 2.
  - **Bobby** to take this forward with Simon.
  - **All current committee members** to look at possible candidates at events.

Committee Secretary - **Helen**, Gurinder, Asra

- Helen to update on any items and plans to include Gurinder and Asra. Not much has moved in this area.
- Committee Expenses – need to move this from Andy to Committee Secretary. This has been handed over to Helen and handover can be closed. **Asra** to assist with this as well.
- Need to handover the creation of FAS badges from Mike to Committee Secretary. **Helen** to close this off.

Membership Secretary - **Helen (GL) (temporary)**, Clive, Asra, Gurinder

- Gurinder now accepted as RMG Volunteer. However, technical issues have so far prevented her getting access to the Flamsteed email service so to arrange handover from Helen to Gurinder delayed so far.
  
- **Helen, Gurinder, Clive, Asra and** to meet this week to take plans forward for both of the above duties relating to Committee Secretary and membership secretary.

## Lectures and Talks Team

Main lectures - **Helen**, Gurinder, Andy, Simon

- Brief update from Helen on Main Lecture Schedule for upcoming months.
  - All lecture slots have been booked.
  - Gurinder has been assisting and working with Helen on lectures for next season.
  
- Views of the Committee about how the hybrid format for Main Lectures is working.
  - Asra suggested to not have Zoom option on the night of the lecture.
  - Overall view is that we look at options to give people more incentive to attend in person rather than cutting out the Zoom option as this is perhaps to soon to look at that option.
  - We also need to look at the drinks option and ensure that this is sorted. **Bobby** to get an update from Tessa.
  - We will leave things in Hybrid mode and review again after the end of 2022 calendar year.
  
- Email Invites for Hybrid Talks – need to review the emails and make it concise. Still a bit long with lots of information. Helen and team to meet and work this one out and look at shorter email options.

#### HOA talks - **Andy**, Bobby, Simon

- Bobby provided update from Andy. The Herschel talk will be moved to September in the new season.
- Need to get a volunteer to second Andy this season with a view to take this over from Andy from next season.
  - o Adrian to take lead on this item with support from Bobby and Tej. **Andy** to therefore arrange a handover session with this group.

#### Special Talks - **Gurinder**, Grey, Asra

- Gurinder to work on plans for future Special Talks – either on its own or incorporate into Main Lectures.
- **Gurinder** to organize a meeting with this group – **Gurinder, Grey, Asra, Tej**.
- Special talks include the following items so we need a plan in place to include these into the calendar.
  - o Astronomy News
  - o Sky at night for this month/season
  - o Members Talk
  - o Introduction to Astronomy talk
  - o Other talks
  - o Fireside Chat with Astronomer – based on Tej's request last meeting.

---

### Observing Team

#### Blackheath - **Mike**, Nick, Tej

- Current plans/dates and any issues on Blackheath.
  - o Tej has organized the sessions for this season. Three has been organized and the last two had been cancelled due to the weather. Tej is happy to carry on next season subject to **Mike's** agreement.

#### Solar - **Clive**, Tej, Simon, Roger, Nick

- Updates on plans for Solar viewings this season.
  - o Clive went to ROG and confirmed that the equipment is safe in the usual location. The mounts were a bit rigid. **Tej, Simon** will return this week to have another check on the equipment, do some more testing and will feedback thereafter.
  - o Works at the site are going on longer than expected so Emily will need to let us know when we can have access to the site. **Tej** to follow up on this.
  - o Emily mentioned that Volunteers will also have the option to get the tee shirts etc which forms part of the RMG uniform.

#### ROG team GET and AMAT sessions - **Tej**, Nick, Simon, Roger

- **Tej** to review on this and will consider for next season.

#### External Observing - **Grey**, Nick, Roger

- Any plans to resume these items for next season.
- Scilly Isles Observatory team has not been in touch and has not responded to any of our calls. **Grey** will check again and see if there is any option.
- **Grey** has contacted Norman Lockyear Observatory so there may be some options at this location to do something by way of collaboration.

---

## Workshops and Events Team

Practical workshops - **Mike**, Tej

- Are we in a position to start putting together some proposals for resumption of in-person workshops?

Outreach/trips – **Clive**, Grey

- Celestial globes collection - brief written report from Clive
- Grey agreed to work with Clive in this group.
- Outreach to young people – can proposals be drawn up now? Clive to provide feedback.

- Charlton and Woolwich Free Film Festival

*Clive: Andy has received an email from Dean Leggat asking if Flamsteed would be willing to support this event again this year. The film has yet to be chosen, possibly Don't Look Up which features a comet or asteroid which is about to cause an extinction level event on Earth which no one wants to take seriously.*

*If this is chosen then he has asked what is the possibility of observing a comet or asteroid at the film show? Do we want to support his event? If so I think Mike has said that he will be willing to help out. I will be willing to attend, are there any other volunteers? If so could they let me know.*

**Action: Clive to send through some more information and details on this event for members to consider involvement.**

- Crayford Manor House AS Exchange -

*Clive: A couple of weeks ago I was invited by Janice McClean to visit the Crayford Society at their meeting hall/observatory down at Sutton-at-hone, Kent. I had an enjoyable evening chatting to the members and observing through a "light-bucket" telescope in their observatory. They are a very friendly bunch and have a great resource in their observatory and adjacent playing field which has a reasonably dark sky. It was discussed that perhaps we could host some exchange events. Say, offering the Crayford members a tour of the GET in exchange for a Perseid meteor observing session for our members down at Sutton-at-Hone?*

---

## IT Team

IT technical - Tej, Simon, Barry Adrian

- Simon to update on NMM technical issues and if any assistance required from Committee.
- The museum has been having bandwidth issues recently. Simon will be recording locally to avoid any issues.
- Backup to Simon on NMM technical items. **Simon** has organized a session for more training, **Adrian, Barry and Tej** will be included in these sessions.

---

## Media and Comms Team

Email administration - **Helen (AC) (temporary)**, Adrian, Andy

- Arrange handover from Helen and Andy to Adrian. **Helen** to setup handover session with Adrian, Mike, Barry and Andy.
- Current holders of the email access are Andy, Helen, Mike, Tej and Adrian. **Bobby** will review this in the context of Andy stepping down end of this season.

- Additional FAS email addresses – **Bobby** to follow up this with Sarah as she came back saying that it was possible for us to get this.
- **Bobby** to setup Introduction between Adrian and Sarah/Tessa.

Social media admin – Adrian, Andy, Barry

- All credentials to be arranged with Adrian as Coordinator, to be handed over to Adrian by Andy and Mike. **Adrian** to coordinate to get this done.
- Overall Social Media plan to be put together by **Adrian** and team.
- **Adrian** is proposing much more active feeds on twitter.

---

## Website Team

New Website has been proposed and this team is in the process of putting together action plan on updating the FAS site.

- **Bobby** to check with **Mike** on updates on all these items as we would like to get this live before the next season. Simon has offered to take this up from Mike if he is ok with it.
- Overall Update on new website. What is outstanding to be done.
- Archiving on contents from current contents.
- Go Live planning and timeline
- Suggestions and opinions on the structure of this group should be put forward to Bobby. This should be done based on experience in putting up the new website. Additionally, we need to consider options for a new Coordinator for this group to replace Mike as the Observing sessions resume.

---

## AOB

- **Grey** would be willing to do just a few more hosting sessions at the Lecture Theatre and see how things progress.