

**Notes from a Flamsteed Astronomy Society Committee Meeting held at 7.00pm on Tuesday 16<sup>th</sup> October 2012 at the Novotel Hotel Greenwich.**

Attendance: Lin Potter (Outgoing Chair), Malcolm Porter (Incoming Chair), Mike Meynell (Continuing Vice-Chair), Grey Liplely (Incoming Vice-Chair), Brian Evans, Deborah McGarvey, Jane Bendall, Peter Kitcherside, Asra Jilani, Brian Blake, Chris Mann.

Apologies: Roger Geeson, Sumitra Sribhashyam, Rachel Harrison.

1. **Matters Arising:** We have received very positive feedback from the strategy presentation at the AGM on 1 October 2012 and members have raised no concerns. On this basis, Mike and Malcolm have arranged a meeting with the museum on 7 November to briefly re-present our strategy, discuss a draft list of tactical initiatives and outline any potential modifications to the Memorandum of Understanding.
2. **Nominations and Elections:** Lin Potter announced that she was now stepping down as Chair and asked for nominations for the election of a new Chair. Malcolm Porter was proposed and unanimously elected to the position of Chair of the society. As discussed at the committee meeting on 26 September 2012, it was agreed that a second vice-chair position would be created. Mike Meynell will continue as Vice-Chair of the society, focusing on internal affairs (administration, lecture bookings, observing evening coordination and the website, etc). Grey Liplely was proposed and unanimously elected to the second Vice-Chair position, focusing on external affairs such as liaison with the ROG, solar viewing and radio astronomy, as well as media liaison. Asra Jilani will continue as Committee Secretary. Brian Evans will continue as Programme Secretary, with Jane Bendall providing support until the end of the year.

Malcolm Porter took over as chair of the meeting. Malcolm stated that he was very honoured to become Chair of the society and highlighted the key roles that Grey and Mike will play in supporting the Chair in the future.

3. **Role of Membership Secretary:** Jane's role as Membership Secretary has been to write a welcome note to new members, attaching an events programme, either by email or post. The committee discussed whether the membership department at the museum should now do this or if we should still have a dedicated Membership Secretary role with this responsibility. Jane has also been the first point of contact for new members. The consensus view was that the committee would like to continue with the Membership Secretary role, with Jane happy to continue in the role for the time being. However, it was recognised that all committee members have a part to play in welcoming new members. It was suggested that new members could wear a name badge at their first lecture, therefore making them easier to recognise. Mike will

discuss this with the museum and see if it is a practical solution. Malcolm suggested that committee members should also have name badges, so that the members can easily identify them. Mike will also look into this. It was agreed that Flamsteed are effectively a department of the Museum and we need the museum's help to develop a growing society. The museum is now working closely with us, which is very helpful in the development of Flamsteed.

Brian Blake asked whether the roles within the Committee were determined by a written society constitution. Mike explained that the roles and responsibilities are defined within the Memorandum of Understanding document, which also defines the relationship with the museum. Amendments to this document are recommended by the committee and agreed by the museum. Malcolm said that he would like to review the process for nomination and election of officers of the society in the future, so that the general membership have more input.

#### 4. **AOB:**

As Grey has taken on more responsibilities in his new role, he asked the committee if someone else could take over his photography role at lecture evenings. Jane agreed to help in taking photographs.

Asra stated that some members had asked her if it would be possible to have a 'Junior Flamsteed' society. It was stated that this had been addressed previously at Committee meetings, with a decision that it would not be feasible to have members under the age of 18. There have been issues with CRB checks and Health and Safety. However, this did not preclude setting up a society separate from the Flamsteed to meet this demand. It was agreed to bring this forward again with the museum and to gather notes from previous committee meetings for presentation at our next committee meeting.

Deborah asked if there could be a list of helpers for catering at lectures. It was agreed to ask for volunteers from the membership at our next lecture, by asking people to put their names down on a volunteer list.

Some people have complained that there was no tea and coffee before our last lecture. Our agreement had been to stick to the current arrangements for the first 2 lectures of the season and then review. It was agreed that we should continue with this approach and gather feedback following our next lecture and speak to the museum about it then.

Malcolm suggested that we have a back up system in place if a speaker fails to turn up and asked that committee members think about any presentations that they might wish to make in these circumstances.

Mike suggested that, at the start of each lecture, we should have a short 5-minute slot looking at 'The Sky This Month'. He was happy to start this at our next lecture. The committee agreed that it was a very good idea.

There was no other business and the meeting was closed.