

Minutes of Committee Meeting		FAS
<b>Date:</b>	8 Aug 2024	<b>Chair:</b> Bobby Manoo
<b>Time:</b>	19:00 GMT	<b>Secretary:</b> Asra Jilani
<b>Venue:</b>	Mycenae House	
	<input checked="" type="checkbox"/> ✓	
<b>Attendees:</b>	Bobby Manoo	✓
	Clive Inglis	✓
	Asra Jilani	<input checked="" type="checkbox"/>
	Simon Hurst	✓
	Mike Meynell	✓
	Barry Cassells	✓
	Paul May	✓
	Poly Philippou	✓
	Adrian Challinor	<input checked="" type="checkbox"/>
	Mark Jeffery	✓
	Gurinder Lall	✓
	Roger Geeson (co-op)	<input checked="" type="checkbox"/>
	Richard Summerfield (co-op)	✓
	Tom Riley (co-op)	<input checked="" type="checkbox"/>
Phil Benson (co-op)	✓	

### Coordinators:

Lectures and Talks Coordinator:	Paul May
Observing Coordinator:	Mike Meynell
Workshops and Events Coordinator:	Poly Philippou
IT Coordinator:	Simon Hurst
Media and Comms Coordinator:	Adrian Challinor

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## FAS Administration

### FAS Membership

- RMG has helped with resolving issues which were previously identified with the membership list. They have worked with Simon and Bobby on all the items and have collectively produced a workable list to move forward with.
- The WIX list will be updated and placed onto the Gdrive, Simon will control this going forward.
- On a point to note for all those with access to the FAS mailbox, there is only one BCC email list going forward which is named 'BCC Flamsteed Contact list'. Simon to update the email documentation so that everyone who has access to email will understand what needs to be done.

### Committee Structure (**Simon, Bobby**)

- Phil Benson was introduced and welcomed to the Committee.
- Update on Committee Structure and revisions for next season.
  - o Adrian will be stepping down due to increased workload on his new role in Athens.
  - o Tom should be starting university in Durham, Simon to have a conversation with him to confirm his plans.
- Bobby has indicated that he will be stepping down as Chair at the end of the next season, in September 2025. This gives over a year to confirm a replacement. He will remain on the committee.

### Finances

- No issues have been reported in terms of finance and reimbursement and all claims have already been made.
- Bobby mentioned that he had asked for a dedicated FAS Laptop from RMG and this was provisioned to Simon earlier this week. We will use these for our talks and workshops at Mycenae house and it should be fine for doing all the recordings that we require.

### FAS MoU

- The suggestions for the updates on the current MOU have been sent to the RMG and we have not yet had feedback on these. Bobby and Simon to follow up on this ahead of the AGM.

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## Lectures and Talks Team

### Main lectures (**Paul, Mike**)

- No issues reported on the lecture slots for the upcoming season.
- Feedback on open items for next season:
  - o Change in venue to Queen's House or LT (Simon)
    - We have approval to use the LT from September. The access will be at another gate closer to the corner of the compound. The access has changed to a different door because of the building work taking place.
    - Parking for visitors will remain at the same location. Disability parking has moved and Asra is aware of the new location.
    - Refreshments location to be determined but it should be in a room close to the lecture theatre or just outside the control room area.
    - A map and instructions will be sent out to members and also to put on the website.
  - o Volunteers for Short Talk (Sky this month/Astro News)
    - An email is being drafted for volunteers and will be shared subsequently.
  - o Volunteers for refreshments.

- Clive, Poly, Roger and Richard will continue to organise the refreshments and there is no need to include more volunteers from the membership at this point.
- Reference to last minutes from RMG on 11<sup>th</sup> June with Bobby/Simon where it was agreed to open up the Main lectures to RMG guests and members guests. This will move forward as agreed and Paul to include appropriate wording in the communications next season.
- Consider having a short talk about Flamsteed and its history for the October lecture. This is to mark the 25<sup>th</sup> anniversary of FAS. Paul to confirm arrangements.

#### HOA talks (Mark)

- Mark has provided updates for the sessions planned for next season. No issues or problems reported.
  - 19<sup>th</sup> September – Joint talk by Mary Dooley and Simon Nosworthy
  - 24<sup>th</sup> October – Members Talk
  - 7<sup>th</sup> November – Talk by Rob Peeling
  - 5<sup>th</sup> December – Talk by Frank Dutton
- Mark will also draft a note to members about joining a member talk later in the season.
- Paul said that there was another speaker who could give a talk on Flamsteed. Paul will forward the contact name to Mark.

## Observing Team

#### Blackheath (Mike)

- Blackheath sessions will kick off using a similar format as was done this season.
- An email for volunteers will be sent out to members subsequently and Mike indicated that it would be helpful to get some more volunteers compared to last season.
- All dates are already set up to April next year and there are an increased number of backup dates.

#### Solar (Mike)

- Progress update on Solar sessions thus far for this season.
  - There will be 4 more dates until the end of August. The backup dates have been very useful this season as we have had much more opportunities for sessions actually running.
  - The volunteers have been very good and there are up to 33 volunteers on the list thus far.
  - All the solar viewing handouts have been redone with better laminates. These will be used going forward, we have also included the handouts from the Archaeological Festival.
  - The team are considering the inclusion of a live view screen from the Seestar. This will be considered going forward and hopefully will be done before the end of this season.
- Feedback from the Archaeological Festival 2024 at the ROG.
  - It was an excellent day with around 14 volunteers for the day. All had a great time meeting with the public and also interacting with the members of the archaeological festival.
  - There were some hiccups at the start of the day and Bobby and Simon will pick this up directly with Tania at the next meeting with her.

#### ROG team GET and AMAT sessions (Barry/Gurinder)

- We have had confirmation on 5 dates for next season. Gurinder is waiting on confirmation for some of the additional dates as 8 dates were initially requested.
- The team will be reviewing the event email to specifically mentioned that there may be a no-go decision depending on the weather, however, the small scopes and planetarium will be used as backups in lieu of using the GET.
- AMAT viewing will not be an option for the next season. Bobby to have a discussion with Greg Brown about the Coronado Solar Telescope which is in the AMAT and checking if we can use this.

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## Workshops and Special Events Team

### Practical workshops (**Clive**)

- 4 workshops planned for this year. Dates with Mycenae House yet to be confirmed.
  - o Telescope
  - o Amateur Science – Jan 2025. Paul suggest we get an email out to members and then see what the interests are in getting this done. Clive, Phil, Richard, Mike.
  - o Astrophotography – Include the Solar photography items from Tim into this workshop.
  - o EAA
  - o Citizen’s Science with Mark is also a possibility.

### FAS Visits/Trips (**Poly**)

- Update on upcoming Flamsteed/BAA/SPA Back to Basics Day on 30<sup>th</sup> November.
  - o Confirmation on venue - the venue of UOG is still not confirmed as we need to wait until the new school term in September. We will also try and get the RMG LT for this purpose as Simon/Bobby will raise this again at the next meeting with ROG. There were issues about the access for members of the public during the day.
  - o All speakers confirmed for the event.
  - o The event will be put on the FAS website after the venue has been confirmed.
  - o FAS volunteers. We will require volunteers for ushers, walking people up and down the planetarium etc. Also, will need telescopes and optics at the venue and we may need additional equipment. First Light Optics will be there at the venue and will be talking about equipment at the event. BAA may be able to sell items as they did for the last talk.
- Christmas Social will be planned coming closer to the time.
- Trips for members are being worked on at this time and there are many interesting possibilities. The plan will be made available once a first draft is ready. A visit to Herstmonceux may be prioritised over the others.

### Outreach activities (**Richard, Poly**)

- Update from Eltham College (Richard)
  - o Reply still pending from the physics teacher and may need to wait until the next academic year.
- Feedback from Morden College and any proposals for next season.
  - o We did have 2 events planned but they were cancelled by Morden College so we will try again in the next season and get some dates in the calendar. We will try for a Lunar session after April next year.
- Update on the safeguarding framework document which was in the process of reviews.
  - o There are a few items to be reviewed on the document and then will be sent out to the committee for sign off. We can arrange a Zoom meeting to brief the cttee members about this.
- Update on Poly’s suggestion for collaboration with Crayford and astronomy clubs in schools as possible areas for outreach events.
  - o Crayford are quite keen on this and Richard can take this forward in the next season.
  - o The Astronomy clubs in school may not go ahead so we can take this off the table for now until we get some more information and then evaluate what we can get involved in.
- Poly made a suggestion to renaming this group as **Workshops, Events and Outreach**. Simon to pick this up and update as part of the committee structure for the next season.

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## Media and Comms Team

- Update on Social Media and comms.
  - o FB continues to be the best area for social media.
  - o X is a few posts and Instagram now has a bit more compared to the start of the season.
  - o We will need to look at who can take on Instagram next season.

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## IT Team

IT technical (Simon)

- Nothing further to update.

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## AOB

- AGM Prep
  - o Bobby asked if all coordinators can send feedback on their activities by the end of next week relating to events this season. Simon has all the attendance but it would be good to call out any volunteers who have helped in events we have held over the season.
- Request from RMG to attend the Herstmonceux Astronomy Festival.
  - o It makes more sense for ROG to do this rather than FAS.
  - o The logistics make it difficult for FAS to attend and it will be difficult to encourage FAS membership given that there are also a number of local astronomy societies there.
  - o We also have our own carded solar observers.
- Greenwich Council has proposed to have a low traffic area around Maze Hill, as such, we may not be able to drive in this area after 7pm. This may have implications leaving the venue after our main lectures. The proposal has not been approved as yet but we need to keep a note of this for our Main Lectures.
- For the 25<sup>th</sup> anniversary of FAS, it was suggested to look into the possibility of getting commemorative mugs, notebooks, keyrings, pins etc. We can also present these to speakers that we have this year. It was agreed that this is a great idea and all options are to be sent to Gurinder who will look into where we can get these. Bobby and Simon to discuss funding with the RMG.
- Bobby and Simon to mention to Tania that we should be given early notice about attendance to Astrofest for next year or any other event. We should try and avoid any short notice periods for these events in the future.