

Notes from a Flamsteed Astronomy Society Committee Meeting held on Wednesday 23rd October 2013 in The Forum, Greenwich at 7.00 p.m.

Present: Malcolm Porter (Chairman), Grey Liptey (Vice Chairman) Mike Meynell (Vice Chairman), Brian Blake, Christina Chester, Nick Phillips, Lin Potter, Rupert Smith and Sumitra Sribhashyam.

Apologies: Asra Jilani and Roger Geeson.

1. Matters Arising:

Malcolm began the meeting by welcoming the new committee members: Christina Chester, Nick Phillips and Rupert Smith.

Mike gave an update on CERN. The trip to CERN on 21 September was very successful, with all 24 Flamsteed participants giving very positive feedback. We agreed prior to the trip that, should our first trip be a success, that a second trip would be organised. This has now been agreed for Saturday 14 June 2014. Places have been initially been offered to the 20 people on the waiting list from the first trip. Twelve people have so far confirmed their places on the trip. The remaining places will be offered via ballot to Flamsteed members. If enough people apply for a place, we may offer a third trip to CERN.

Brian gave some feedback regarding his recent trip to Brazil and his idea of organising a 'twinning' relationship with some other astronomy societies. Malcolm was keen on the idea, not just from twinning arrangements with overseas societies, but also from closer links with UK-based societies. Brian agreed to come up with a list of mutual benefits that could be accomplished with a formal twinning arrangement, which will be discussed at a future committee meeting.

2. Committee Roles and Responsibilities:

Mike presented a list of all of the roles currently performed by committee members. For a variety of reasons, many of the roles are being fulfilled by a small number of committee members, a situation that is neither healthy for the future of the society nor sustainable in the long term.

Mike asked that all committee members seriously consider taking a more active role in the society. To that end, each of the roles was presented and volunteers were requested to fulfil that role.

The roles of the office holders of the society (Chair and two Vice-Chair positions, currently performed by Malcolm Porter, Grey Liptey and Mike Meynell) were not discussed, as they are elected positions, having been agreed by society members at the AGM in September. The role of Committee Secretary was also not discussed, as Asra Jilani will remain in this role.

Committee roles and the appointed volunteers are shown in the following table:

Role	Description	Performed by
Chair	Acts as the embodiment of the FAS for all external matters. Takes the chair at all meetings of the FAS and committee at which he/she is present.	Malcolm Porter.
Vice-Chair	Assumes the duties of the Chair when the Chair is unable to attend. Focusing on internal affairs (administration, lecture bookings, observing evening coordination and the website, etc).	Mike Meynell.
Vice-Chair	Assumes the duties of the Chair when the Chair is unable to attend. Focusing on external affairs such as liaison with the ROG, solar viewing and radio astronomy, as well as media liaison.	Grey Lipley.
Committee Secretary	Takes & publishes minutes and issues notices of meetings and agendas for committee and general meetings. Receives nominations for committee membership and proposals for resolutions. Organises elections for committee membership.	Asra Jilani.
Programme Secretary	Plans and arranges the programme of lectures and events as agreed with the committee. Handles related communications with speakers, venues, members, and the NMM & ROG.	Brian Blake with assistance from Nick Phillips.
Membership Secretary	Works with the NMM Members Office to answer enquiries, resolve subscription issues, welcome new members, and track membership numbers and meeting attendance.	Sumitra Sribhashyam agreed to email new members and provide a list of new members so that we can welcome them at the next lecture.
Web Editor	Organises hosting etc for the FAS website. Arranges design of the website as agreed with the committee. Coordinates provision, editing and upload of reports, articles, photographs and updates.	Mike Meynell with assistance on report writing from Christina Chester. Several committee members agreed to take pictures at events, so a 'Dropbox' account will be set up for people to submit their pictures.

Role	Description	Performed by
Social Media Coordinator	Organises social media accounts as agreed with the committee (Twitter, Facebook, SMS, etc). Proposes & coordinates contributions.	Can be performed by several people: Brian Blake, Christina Chester, Mike Meynell and Sumitra Sribhashyam. Christina to investigate the possibility of creating a LinkedIn account.
28-inch Events Organiser	Plan, schedule and arrange observing events using the 28-inch telescope at the ROG.	Nick Phillips.
Observing Coordinators	Plan, schedule and arrange observing events. Ensure provision of equipment and qualified leaders at each session. Coordinate announcements, SMS, and web postings etc. (Several coordinators may work together to cover different types of session).	Blackheath: TBC Romney: TBC Cudham: TBC Coordination with the new Observing and Imaging Group is key to determining the way forward here. Rupert Smith will be presenting a proposed strategy at a future date.
Social Organisers	Provide refreshments and catering at meetings and events as required.	Roger Geeson with assistance from Peter Kitcherside and Lin Potter.
Radio Astronomy Group Organiser	Organises and runs meetings of the Radio Astronomy Group	Grey Liple with assistance from Brian Blake.
History of Astronomy Group Organiser	Organises and runs meetings of the History of Astronomy Group	Mike Dryland with assistance from Jane Bendall.
Observing and Imaging Group Organiser	Rupert Smith has agreed to define what this role would entail, including the workshops and observing events. This would ensure that all observing events and workshops are coordinated.	TBC
Pub Evenings Organiser	Organises and hosts monthly pub evenings	Brian Evans.
Workshop Events Organiser	Organises society and public workshops at the ROG (telescope workshops, astrophotography	TBC

Role	Description	Performed by
	workshops).	
Solar Viewing Events Organiser	Organises and runs solar viewing sessions	Grey Liple and Nick Phillips.

3. BBC Sky at Night on Blackheath:

Mike gave an update on the Blackheath event to view the penumbral lunar eclipse with the BBC Sky at Night team, which took place on 18 October.

Though we didn't manage to view the eclipse due to cloud cover, the event was very well attended by Flamsteed members, members of the public and participants from other astronomical societies (the Baker Street Irregular Astronomers and the Romsey Astronomical Society being two). We received some very positive feedback from the BBC, who got all of the footage that they required.

The programme will be broadcast on BBC1 at around midnight on Sunday 3 November, with an extended repeat on BBC4 at 7.30pm on Thursday 7 November.

4. Any Other Business:

A. Proposed purchases from the Reserve Fund:

It was agreed that Mike Meynell would contact the ROG with a view to agreeing on a list of agreed purchases of equipment that the society can donate to the museum.

It was agreed that we focus the money on astronomical related projects or items that have use and relevance to the Flamsteed, in particular items relating to the refurbishment of the 28-inch telescope.

B. Proposed Star Camp in October 2014:

Rupert Smith scouted out a small campsite in Romney Marsh that would be willing to help us host a star party at the end of their next summer season, around end-September or early-October 2014.

A trial session was attended by Rupert, Grey, Mike and Nick in September, which went very well and confirmed that a full-scale event was worthwhile. Rupert agreed to take forward the organising for this event given his experience in attending star parties.

C. Membership Advisory Group:

Malcolm shared the presentation that he was to make for the Museum Advisory Group last week. Unfortunately, the meeting was cancelled, but Malcolm agreed to distribute the presentation to committee members.

D. Committee Distribution List:

Nick asked for a list of committee email addresses. Mike stated that the information was available on the committee Google Group, but he would distribute the list to committee members.