

Date: 19 October 2017

Present: Mike Kirkham (Chair); Dr Richard Young (RY), Brian Shepherd (BS), James Dale (JD), Phil Leigh (PL), Mark Proctor (MP), Joan Brame (JB), Linda Harper (LH), secretary/note-taker.

Apologies: None received.

MK welcomed all to this the first meeting of the newly appointed committee following on from the AGM held on 28/9/2017.

## Action

## 2 Previous Minutes

The minutes of the previous meeting held on 21/9/2017 were agreed as an accurate and true account. Proposer MP, seconded by JD.

## 3 Actions

All items will be dealt with in the course of the agenda items.

## 4 Finance

JD reported on the current financial position of the association. His end of year projection would be that of 31/12 /17 there would be a total of £116.29p in the association account.

### General account:

- Amount as of 18<sup>th</sup> Sept: £391.20
- Pending outgoings: £295.91
- Pending income: £17
- Anticipated outgoings to the end of year: £231
- Anticipated income to the end of year: £235 (assuming £230 for the Star Party based on March Star Party income)
- Anticipated balance of the end of the year: £116.29

Restoration account: No transactions to report.

Amount: £795.64

The new subscription year will commence from 1/1/18 and it is estimated that to cover ongoing costs such as the rent of the greenhouse and storage there needs to be 14 paid up adult memberships.

Following discussion it was agreed that as funds are available, to purchase an extension lead (from Amazon) for use at the Star Party and for subsequent use with the new projector and screen which have already been purchased. JD

## 5 Programme and Planning update

RY reported on the progress of the group as we have now moved into the winter programme. It was agreed that as night sky observation is the main objective of the AAA the programme should reflect this.

It was agreed that each meeting would retain the two presentations on 'What's in the night sky' and 'What's new in Astronomy'. Then if conditions were right the rest of the evening would be spent observing. However a third presentation would be programmed into the evening for those nights when conditions were not suitable. If a presentation is not needed on a particular night then it would be rolled over until a later date. This will be shown on the programme which members will receive.

Agreed that the meeting on 7/12/17 would be a social get-together, there will be no meeting on 21/12/17 and meetings will resume 4/1/18.

## 6 Events Planning Group

PL to investigate possible events such as visits to neighbouring societies such as Breckland, OASI etc. To look at the possibility of another visit to Greenwich and other centres of interest such as Cambridge or Leicester. PL

PL also suggested starting a 'whatsapp' group so that members could meet up on nights when conditions are good for observing but it could be done at short notice.

### 7 Restoration Project Group update

RY, MK and BS met prior to main meeting to discuss the current position regarding the project.

The main hold up to an agreement being made with the council is an indemnity clause and MK hopes to have received a legal opinion on the matter in the near future.

Also arising from this meeting was the need for a dedicated sub-group to lead on the restoration project, it would have clearly defined milestones and would report direct to the full committee. The need for a Project Manager was identified and members were tasked with trying to identify any individuals who could be approached to take on this position.

ALL

### 8 Resources

BS reported on problems with storage of existing equipment, the small area we have is now not suitable due to other items being stored in the room, leading to possible damage. ( JD to approach DG re alternative storage possibilities) JD

The possible purchase of eyepieces compatible with the telescopes owned by the AAA was discussed. Further investigation needed as to whether they could be purchased now or at a later date.

The matter of insurance for the assets held by the AAA was raised and it was suggested that the idea of 'piggybacking' the assets onto the Realis Futures and/or SEBC policy should be investigated. BS/JD

#### 5.5.1 Prospective purchases for the AAA

(To be kept as a rolling list on the agenda will need costings for each at some point)

- Pop up banners **Action: MK ongoing, BS estimate around £50 depending upon artwork**
- Power packs **Action: MP £69**
- Curtain for the greenhouse as a blackout for presentation **Action: JD may have some dust sheets to do this to be confirmed**
- Telescope eye pieces **Action: BS, RY**
- Three types of lenses
- Barlow 2x
- Extension cable **Action: JD**
- Laminator and pouches **Action: Completed. JD has 4 pouches and a laminator for use when needed.**
- Storage cupboard or something of that nature. **Action: ?**

- Following OASI event now adding table banners. **Action: ?**

### 9 IT

MP reported that he has updated the web-site with the new committee names. Also dedicated e-mail addresses for the Chairman, Treasurer and Secretary with The @3A suffix have been purchased.

Full list of members to be sent to Secretary.

JD

### 10 Publicity/Marketing

At previous committee meeting it was agreed that this was not part of the IT/webmaster role, it was agreed that MK would approach Judith Carr (member without portfolio) with a view to asking if this is a role she would consider taking on.

MK

The use of social media was discussed and it was agreed that more use could be made of this. Facebook, Twitter, WhatsApp etc could all be utilised in some form. MP to invite members to join Facebook group page and will e-mail Twitter account details.

MP

Also agreed to invite local councillors Patrick Chung and Sarah Stamp to the Star Party.

The new association leaflets were discussed and were agreed to be of a good quality and standard. It was agreed that these would be given out to new members. Copies would be on display at Star Party but not to give out.

### 11 AOB

**Public Liability Insurance**, it was agreed to remain as members of FAS at present for the purpose of our PLI as it is the cheapest available that meets our needs. Even with the problems they are experiencing if we renew our insurance when due we will be covered for another 12 months.

It was generally agreed by all present that there was little benefit to be gained by joining the BAA as a group.

**AAA Secretary.** MK distributed a document detailing how this post has been

divided up into 3 distinct roles. Agreed that it is a good starting point and that as members get established in their roles it can be altered/amended if necessary.

There was clarification of which of the committee held keys, RY and BS have them. JB asked that it was made clear that she did not wish to hold keys as did not want to be responsible for locking the gate at the bottom of the drive. Agreed that there should be 2 people to do this on the night.

### **West Stow meeting. 9/11/17**

Steve Hubbard and Malcolm Brown have been invited to give their presentation on Aliens- are they out there?

As the venue holds 60 people there was discussion on how to ensure that enough people attended. Ideas included making an announcement on the Star Party nights also using Facebook to make people aware. It will be free to attend but it was suggested that we ask for a donation on the night. Refreshments will be provided.

MK will check with Marian that there are facilities for making drinks, we just need to provide the tea and coffee etc.

MK

There was discussion as to whether we need to take display stands and a projector in case the facilities at the venue are not compatible with the presenters software. Agreed may be a good idea.

### **12 Date and time of next meetings:-**

#### **Committee**

**Thursday 16/11/17 @ 7.30pm**

**Thursday 14/12/17 @ 7.30pm**

**Thursday 11/1/18 @ 7.30pm**

#### **Members**

**Thursday 23/11/17 @ 7.30pm**

**Thursday 7/12/17 @ 7.30pm**

**Thursday 4/1/18 @ 7.30pm**

**There being no other business the meeting closed at 10.00pm**

## Notes

1. AAA house font is Palatino Linotype in 12pt.
2. Double-click on footer below to edit – eg, 'secretary@...', 'enquiries@...' will both forward to Marian's email address and 'chair@...' will forward to Richard's. Others can be added if necessary.
3. Footer phone number is the dedicated enquiries mobile, but double-clicking in the footer area will allow an alternative number to be added.