



# MINUTES OF ANNUAL GENERAL MEETING

## Held via 'Zoom' on

### THURSDAY, 26 May 2022

13 Members joined the meeting.

Tim opened the meeting at 7.30 pm.

1. **Apologies for Absence** were received from Ella and David Garnham, Jenny Tucker, Frank Pearson, Colin Bailey, Peter Cannons, Kevin Cannings, Ian and Amanda Bancroft and Andy Soar.

2. **Welcome by Chair**

Tim welcomed everyone to the meeting.

3. **Approval of Minutes of last AGM held on 27 May 2021:** The minutes were unanimously agreed.

4. **Chair's Report**

Tim reported it had been an interesting and varied season. Since September we had 19 meetings, including 7 competitions all on Zoom and Tim thanked everyone for their continued acceptance of this somewhat impersonal way of conducting our normally very social hobby. We also had 9 field trips.

Tim advised the Committee had secured Mistley Village Hall as our new venue from September. The Hall has excellent facilities and a large car park. The main hall is large enough to social distance chairs and members will be requested to respect individual choices regarding wearing of face masks.

Tim thanked Colin for providing a really varied and interesting programme; Viv for her work behind the scenes and providing a monthly newsletter; Rachel for managing the FB Challenge and organizing the Photo Marathon; John for keeping the Club's finances in order and the External Club Competition Committee of Ann, Ian, Harold, with apologies to anyone he had missed.

Harvey, personally and on behalf of the Club, congratulated and thanked Tim for keeping the Club going and managing Zoom.

5. **Treasurer's Report**

John went through the Financial Summary circulated prior to the meeting and explained that last year's statement finished in the middle of May (rather than end of March) and he has now brought the financial year back to finishing at the end of March. Closing balance at 31 March 2022 was £4209.79.

We need to consider our bank account. Currently we have 6 signatories on the account and the Bank advises we should have 3. Our new Constitution states we should have 4. John suggested we reduce signatories to 3 (Tim, Rachel and himself). One signatory on cheques would allow us to use BACS but currently we need 2 signatories on cheques. Harvey suggested having a single signatory and John obtaining authorisation for expenditures from a fellow signatory via email in order to maintain an audit trail. Tim felt that as charges for the new venue would be levied monthly and the fact that he currently pays for speakers / judges from his own personal account and claim expenses from the Club, it would simplify matters.

**The Society would have one signatory on the bank account and on cheques but all expenditure would be confirmed by another reviewer within the Club. Agreed**

It was agreed our new Constitution to be amended accordingly.

## 6. Secretary's Report

Viv advised that we had maintained our membership – 39 members this year compared to 40 last year.

At the request of 2 outside Clubs (not photographic) we had provided judges for competitions and had participated in the Manningtree Train Station Project providing photographs for display in the Waiting Rooms.

We had invited 2 Clubs, who unfortunately were unable to continue during 'lock down', to join us but received no response.

The monthly Newsletter continues.

## 7. PDI Secretary's Report

Tim reported that generally 50 images is a good number for entries in competitions and this had been maintained.

Results of competitions had been circulated to members and Tim congratulated all the winners and those who participated. Special congratulations to Mark for winning Image of the Year and the League Table; Samantha for sweeping the board winning the Photo Marathon and to Hasje who received a medal from East Ipswich for Best Mono Image and Andy Soar for getting in the top 3 for 5 out of 7 evenings.

Tim encouraged members to enter every competition and not be put off.

## 8. Programme Secretary's Report

Colin's report had been circulated to members in advance of the meeting in which he explained that the current season had consisted of 19 meetings, all via Zoom. There was a total of 8 competitions, all PDI, with most judges based beyond our normal reach in distance terms but all from the East Anglian Federation area.

7 presentations were given by speakers located across the UK. We also had the Chairman's Welcome to the New Season, a workshop presented by Ann and the Christmas Social – all via Zoom.

The 2022-23 Draft Programme, circulated to members previously, is based on returning to physical meetings from our first session on 8 September and the structure reverting to the pre-Covid model with competition/speaker balance in favour of competitions. There will be 4 PDI and 4 Print competitions, both an open colour and an open mono and 2 themed competitions plus an appropriate end-of-season session.

6 presentations with hopefully provision for two Zoom-based events allowing speakers from a wider geographical area. A workshop is also planned.

The Draft Programme for 2022-23 and the Themed Competitions Guidelines, circulated with the agenda for this meeting were both **Agreed**.

Colin advised he has been in post for 4 years and now wishes to stand down as Programme Secretary. He will continue to finalise the 2022-23 Programme and is happy to provide a full handover to the new Secretary and support as necessary.

Tim explained that Zoom has enable us to send images to judges in advance of competitions giving them more time to consider these and also provide a 1, 2, 3 at the end.

## 9. Election of Officers

Tim advised that vacancies exist due to the resignations of Colin and Ella (Programme Secretary and Web Manager/Publicity Officer respectively). The Committee had agreed to ease the load of committee members and separate the post of Web Manager and Publicity Officer and also create a new Events Secretary post. Voting for Officers and Committee members was as follows:

	<u>Appointed</u>	<u>Proposed</u>	<u>Seconded</u>
Chair	Tim	John	Ian
Vice Chair	Harvey	Tim	Ann
Treasurer	John	Jill	Harvey
Secretary	Viv	Ian	John
Programme Secretary	tba		
Print Secretary	Jill	John	Tim
PDI Secretary	Tim	Ann	Ian
Publicity Officer	Amanda & Ian B	Tim	John
Web Manager	Kevin	Rachel	Viv
Events Secretary	Viv (acting)	Tim	Ann
End of Year Account Reviewer	Brian	Rachel	Ian
Committee Members	Ian P, Rachel & Ann	Tim	Jill

## 10. Membership Fees for 2022-23

Tim explained the Committee had been reviewing the fees and following John's projected budget it is suggested these should be increased to £48 for Adults; £24 for Spouse/Partner; £24 for students and £4 per visit (for up-to 3 visits) for Visitors. No charge for tea, coffee and biscuit. Proposed by Tim, seconded by John. **Agreed.**

## 11. Summer Programme – June to September 2022

A list of possible outdoor summer events had previously been circulated to members, some Club led, others 'make your own way'. List also includes 3 Rookie Club sessions.

## 12. Revised Constitution

Tim explained the revised Constitution had been discussed at Committee Meetings and is in line with other clubs which protects the Club whilst ensuring we operate appropriately. The revised Constitution with proposed changes highlighted had been circulated with the agenda.

The revised Constitution to be amended to incorporate changes to Bank Account/number of signatories and procedures for single signature on cheques, as agreed in item 5 Treasurer's Report. **Agreed.**

Harvey proposed the adoption of the revised/amended Constitution, which can be revisited as necessary. Seconded by Ian. **Agreed.**

### 13. **Way Forward: Meeting in Mistley Village Hall.**

Tim explained the facilities are better than we had previously with 2 halls, storage space, kitchen, Wi-Fi, bar and car parking. As the Car Park is locked members were advised not to arrive too early. Tim has the sole key and alarm fob.

We would need to purchase an urn and mugs as the Kitchen only has a kettle and cups & saucers. The building has an alarm. The venue has been used by the Club for Committee Meetings and the Photo Marathon. Generally, we would be using the large hall for Club meetings/events. Our first meeting at the new venue is on 8 September.

Wendy raised concern regarding face-to-face meetings with Covid still about and possibility of another variant. Tim reiterated that the Hall is large enough to provide socially-distanced seating and members would be requested to be respectful of individuals' health concerns. It is also hoped in the future to be able to Zoom meetings for members unable to attend. However, we may need to upgrade the Club's laptop and purchase equipment to facilitate this

Jill raised two points: 1) if members are unwell, they should not to attend meetings and, 2) bring a cushion as chairs are hard!

### 14. **Any Other Business**

Christmas Party: Tim suggested we have a buffet/Christmas Dinner at the Crown in Manningtree. He had made tentative enquiries – they have a room which would be festively decorated and could provide a buffet for approximately £12/£13 per head or a Christmas Dinner for approximately £28 per head. Partners to be included.

**Agreed to provisional book The Crown and email members for their preference. Tim/Viv**

Facebook Challenge: Rachel advised that despite 37 members in the group it is the same few who participate in the Challenges and asked if we wanted to continue or do something different? Do we want to invest in equipment to take it off Facebook and onto another platform? After discussion it was agreed Rachel would liaise with Kevin. Rachel's aim is for all members to be included and enjoy the challenges.

There being no further business the meeting closed at 8.55 pm.