



## Guildford Astronomical Society

### Minutes of the GAS Committee Meeting on 15<sup>th</sup> February 2018 at 7:30pm at Copthorne, 37 Bramble Bank, Frimley Green, GU16 6PN

#### 1. Present:

Paul Daniels (PD) President, Stephen Piatkowski (SP) Outreach & programme coordinator, Gordon Ebbon (GE) Health & Safety, Martin Baker (MB) WebMaster, Mathew Mallinson (MM) Library & Adrian Lilly (AL) Secretary

Apologies for absence were received from Pam Noon Treasurer, Nick Tanton Observing Liaison & T Questa OMT.

#### 2. Minutes of the Previous Meeting.

The minutes of the previous meeting were accepted as an accurate record of the meeting with some very minor corrections.

It was agreed that Lime Survey was the package to be download from CPanel, (MB thought it was in Wordpress) for the GAS members survey (action, MB)

#### 3. Matters arising from Previous Meeting.

- a. 3a H & S page in website has been built & 1<sup>st</sup> report posted. (action, MB)
- b. 3d Document on Behaviour & Responsibility is being undertaken by FAS
- c. 4b PH's call for volunteers to assist with coffees was not successful, another plea for help will be made at the April meeting.
- d. 4e Financial signatories were still to be finalised (action SD)
- e. A speaker for the January meeting was finalised. (action SP)

#### 4. Presidents report

- a. As part of his new role in FAS PD was proposing that the Federation committee should undertake the responsibilities for preparation and publishing of model constitutions, behaviour/responsibility and other neo

legal procedural documents for member societies to consider using in their operations.

- b. He had engaged with both the Mayor of Guildford and his wife and Surrey TV at the Cathedral outreach. A number of topics had been discussed. The Mayor was interested in our concerns on Light pollution We should try to engage external support perhaps getting a school to carry out a star count on Orion before and after the lights off watershed.
- c. On a personal note, his plans to move to Norfolk were not progressing as fast as he had hoped.
- d. PD suggested that since outreach was such a demanding office that bookings for speakers could be a role undertaken by NT. This met with the agreement of SP

5. Secretary's Report.

- a. Adrian requested that details of any planned activities should be sent to him in plenty of time for publication in Viewpoint and Astro journals noting that deadlines were inevitably scheduled at least 1 month prior to any event.
- b. He had at last managed to discover login details for and updated the SAGAS calendar.

6. Financial Report.

- a. PN had not been able to attend the meeting but had confirmed there was very little change from the previous statement.
- b. The promised £750 sponsorship money had not yet been received

7. Library Report.

- a. MM had recently purchased three books.
- b. He was concerned that the budget was very tight and he had probably already reached his maximum spend even though he had not been profligate. PD suggested that consideration for a more useful budget could be agreed during the next season but that in the mean time the committee could approve any request for new books on a monthly basis.

8. Health & Safety.

- a. GE confirmed that the H&S audits and report were completed and awaiting final proofing by PH & GE. (action PH & GE)

## 9. Website Report

- a. MB was still battling with EukHost regarding bounced emails to hotmail and gmail type accounts. It was agreed we would write to our members in the Roman style stating that guildfordas addresses will be terminated unless specifically requested.
- b. It was agreed to backup then uninstall the Bulletin Board which was no longer visited. Email to pole members also to be sent out (Action MB)
- c. MB had taken control of the GAS Twitter account . PD & SP suggested that Rob and Julia should be the official contributors to it since they were more likely to generate content.

## 10. OMT Report

No report was forthcoming from TQ

## 11. Outreach report

- a. As previously discussed the Cathedral event was attended by circa 800 people    Points raised by SP for future consideration were; -
  - i. More and earlier search for commercial support.
  - ii. More space for demonstration and displays
  - iii. Tickets sold via event ticketing
  - iv. Screen too small
  - v. Lighting and acoustics for talkers not ideal.
  - vi. front rows vacant, ushers needed to control audiences.
- b GLF Science Fair. Peter, Julia and Adrian reported a successful event with some 400 children attending
  - i. Catering was poor no food or hot drinks supplied for J & A who were outside for 4 hours.
  - ii. It would have been useful to have someone to 'protect the scopes' to permit a short break.
- c SGL at University very well attended with good viewing. University's camera not working so SP volunteered use of his kit.

d Other events: -

2 scout events organised

Great Bookham JA wants support

Hermitage Scouts, Purford and Godalming Beavers **all need volunteers**

12. Questionnaire

Needs to be finalised for consideration at next meeting (action SP & MB)

13. A.O.B.

There was no other business.

**The next GAS Committee Meetings will be: 19<sup>th</sup> April 2018 and 28<sup>th</sup> June 2018**