



Patron: The Worshipful Mayor of Chichester

**Chichester Camera Club Management Committee
Minutes of the meeting held on Monday 26th March 2018**

Present: Lorna Brown, Mike Harris, Dave Abbott, Sheila Tester, David Harris, Linda Bullimore, Glyn Edmunds, Kim Tattersall, Tim Crabb

Apologies: Mike Hancock, Vanessa Stern

In attendance: Jeff Owen

1. Lorna welcomed everybody to the meeting.

ADMINISTRATION

2. Minutes of the meeting held on 26th February 2018

2.1 The draft minutes of the meeting held on 26th February 2018 were agreed with some minor amendments. These will now be published on the website.

Action: Tim Crabb

3. Treasurer's Report

3.1 David Harris presented his report which had been circulated with the agenda. He commented that the overall financial position was extremely good and better than originally expected, due to improved income at the exhibitions and lower hall fees.

3.2 David also presented a draft of the budget for next year, this was discussed and it was agreed that this will be presented at the AGM and to continue to work towards core income meeting core expenditure and with a positive view on regular, smaller increases given at the previous AGM, that subs should be increased by £1 for 2018/19.

Action: David Harris

3.3 A discussion took place with regard the capital equipment fund (CEF). It was agreed that the sum of £1500 should be transferred to the CEF now to provide for the purchase of a back-up projector early in the new financial year. An additional £1000 would be transferred to the CEF from the operating account if funds allowed. The treasurer urged that the presentation capture device and microphone (to allow presentations from the special interest groups to be uploaded to the Club website) should be purchased in the normal way before the imminent end of the financial year.

Action: David Harris and Jeff Owen

4. AGM Draft Agenda

4.1 Lorna Brown agreed to ensure that the membership is advised that papers for the AGM including any formal proposals need to be with Tim Crabb by 3rd May at the latest. Tim is to chase the committee for any papers and ensure that the agenda and papers are circulated by 10th May. It was noted that agenda and all papers will be circulated via the Newsletter with members expected to download and print documents to bring to the meeting.

Action: Lorna Brown/Tim Crabb

5. Succession Planning

5.1 The Committee noted that there were now proposed candidates for the majority of posts with just a couple of vacancies to fill

CLUB ACTIVITIES UPDATES

6. MEMBERSHIP

6.1 The Committee noted that the PAGB guidance on the new General Data Protection Regulation (GDPR) was awaited and when received the Club will adopt this in place of the old guidance.

6.2 The draft Membership Secretary role guidance along with that for the Print Competition Secretary were discussed and amendments agreed for finalisation at the following meeting. **Action: Lorna Brown**

6.3 Papers had been circulated prior to the meeting giving an update on current membership, waiting list and attendance.

7. Promotions and Classifications

7.1 Lorna reported that Mike Hancock, Ann McDonald, Peter Rocchiccioli and she had met and agreed that: Ann would display notices in the Club advising on the images that had been selected for external competitions and that once they had been submitted publish the information on the Club website. **Action: Ann McDonald**

7.2 They had further agreed to keep the three classes as at present and that promotion from club class to intermediate class would be relaxed but precise numbers and/or criteria for promotion would remain at the discretion of the selection committee. The class into which new Members are initially placed would also remain at the recommendation of the selection committee and be based upon the work presented by Members, not tied to any photographic awards held.

7.3 The low participation of club class Members in competitions is to be discussed at a meeting on the 18th April to explore potential reasons for this.

CLUB CALENDAR

8. Programme

8.1 Glyn Edmunds reported that there had been a further change in the current year's programme and that for the following year there had been two changes to date.

9. Internal Competitions

9.1 Mike Hancock had agreed to collect the box for the final club/intermediate print competition as Mike Harris will be away and Mike Harris will collect the box from Mike Hancock. **Action: Mike Hancock/Mike Harris**

10. External Competitions

10.1 Sheila Tester reported that the SCPF championships had been held on 25th March and that in the print competitions there were 21 entries and Chichester came fourth. In the PDI competition there were 28 entries and Chichester came second and would now go forward to the National Championships on 14th July 2018. She further advised that Phil Shaw had been awarded a gold medal and that Jean Brooks had been awarded a silver medal

10.2 It was noted that Chichester were hosting the Regnum Crouch competition on Thursday 29th March.

11 Annual Exhibition

11.1 A meeting had been held on 22nd March and David Harris had produced a checklist and that Phil Shaw was now up to speed.

11.2 Lorna has updated the electronic and hard copies of the documentation and will pass these now to Phil Shaw. **Action: Lorna Brown**

12 Spring Exhibitions

12.1 It was noted that the preparations for the Spring Exhibition are well on track.

COMMUNICATIONS AND WEBSITE

13 Website Development

13.1 Jeff Owen reported that he has now configured the Club website and server and has set up three email address so that it may be tested. It was agreed that Mike Hancock and Mike Harris would agree which addresses should be set up. **Action: Jeff Owen, Mike Hancock and Mike Harris**

13.2 It was noted that Richard Ryder had been helping with the club website and had produced a helpful video on how to upload information and items.

Action: All to note

EQUIPMENT

14. New Equipment

14.1 See item 3.3

15 Asset Register

15.1 This has still to be updated. **Action: Jan Davis**

EXTERNAL RELATIONS

16. ST Wilfrid's Hospice

16.1 It was noted that John Fields is managing this, with support from Hilary Featherstone

17. Fernhurst and St Richard's Hospital

17.1 Jan Davis is liaising with Fernhurst Centre at St Richard's hospital, and obtaining quotations for Perspex covers and printing large prints for a changing display.

18 Bognor Regis Camera Club liaison

18.1 It was noted that Bill Brookes reported there was now a close affinity with Chichester Camera Club.

18.2 The Committee were further advised that about 90 tickets had been sold to date for the Eamonn McCabe lecture

19. The Novium

19.1 Lorna Brown reported that she had been approached by the Novium museum about a possible display to mark the Club's 125th Anniversary and she will be meeting with museum next month. **Action: Lorna Brown**

20 Next Meeting

20.1 The next meeting of the Management Committee will be held on Monday 30th April at 7pm: **All to Note**