



Patron: The Worshipful Mayor of Chichester

**Chichester Camera Club Management Committee
Minutes of the meeting held on Monday 30th April 2018**

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

In attendance: Jeff Owen

1. Lorna welcomed everybody to the meeting and thanked everybody for all their efforts during the season.

ADMINISTRATION

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

- 2.1 The draft minutes of the meeting held on 26th March 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 year had ended well with circa £2,500 more income than had been budgeted for. This was mainly as a result of the increase in subs, better than expected exhibition revenue and lower than anticipated hall fees. Prior to the year end, therefore, and as agreed at the last meeting, he had transferred £1,500 to the Capital Equipment Fund (CEF) to make provision for the purchase of a backup projector, and had been able to make a further transfer of £1,000 into the CEF bringing the current fund to £5,107. In addition, the accounts have now been examined and signed off.
 - 3.2 David also presented a draft of the budget for next year, and he will circulate a commentary in this regard for the AGM. The main highlights will be the increase in subs, the restructuring of the accounts, the establishment of a Capital Equipment Fund and the fact that core income covers 97% of core expenditure. The line for donations/grants had been included for 2018-2019 budget to cover items such as small bursaries, training activity or support to exhibitions and decisions on how best to use this fund would be considered by the new Committee in September. **Action: David Harris**
 - 3.3 The Management Committee placed on record their thanks to David for his efforts
- 4. AGM**
- 4.1 The draft agenda for the AGM was agreed.
 - 4.2 With regard to succession planning Mike Hancock reported that all posts have now been filled together with proposers and seconders except the

- Regnum Crouch/SxPF representative. He was hopeful that this post would be filled the following day.
- 4.3 Lorna reported that Carmel Lynch had secured nibbles for the AGM by "Cook" as a promotion opportunity for them, free of charge and this was agreed.

5 Succession Planning

- 5.1 New draft role guidance for the posts of Membership Secretary, Print Competition Secretary and Small Print Secretary had been circulated prior to the meeting. The first two were agreed with some minor changes and feedback was requested on the draft of that for Small Print Secretary.

CLUB ACTIVITIES UPDATES

6. Membership

- 6.1 With regard to the General Data Protection Regulation (GDPR) which comes into force later this month Lorna advised that she had now received guidance from the PAGB. It was agreed that Linda, Jeff and Vanessa would draft the guidance for the Club, including a privacy statement, and this would be considered by the new Committee at their first meeting.

Action: Linda Bullimore/Vanessa Stern/Jeff Owen

- 6.2 Papers had been circulated prior to the meeting giving an update on current membership, waiting list and attendance. Currently there are 23 people on the waiting list. It was agreed that all would be offered membership from September but that if additional applicants came forward after the Annual Exhibition the new Committee would have to take a view on the maximum number to be admitted in the new programme year.

7. Promotions and Classifications

- 7.1 It was noted that the appeals procedure has now been published on the Club website
- 7.2 Mike Hancock circulated a paper that he had produced following a meeting with Club Class Members on 18th April when the low participation of Club Class Members in competitions had been reviewed. A full discussion ensued and the Committee supported the following recommendations that:
- a Developers sub group be established specifically for Club Class Members with an agenda and activities developed and delivered by Club Class Members themselves (Iain McGowan to be advised regarding the use of the Developers sub group title);
 - we review and promote training materials on the Club website to encourage members to do more self-help with presenting and manipulating their images;
 - all new and existing members with evidence of photographic qualifications at LRPS, CPAGB, AFIAP and Degree in Photography or above be placed into the Intermediate or Advanced class, unless they chose to join Club Class;
 - in competitions for Club Class, Members names will be announced only for those images held back by the judge;
 - existing Members who have been in Club Class for at least 3 years and who wish to progress to Intermediate will have the option of self-referral providing they have entered the main Club competitions for the previous year, with the same option offered to new entrants to the Club providing the 3 year criterion and agreed years for competition entry have been met, plus participation in at least one Spring Exhibition;

- the Selection Committee will look more favourably and flexibly on those members in Club Class submitting entries for competitions regularly with regard to promotion to Intermediate within the usual league table promotion system.
- Subject to a favourable response at the AGM in May the above proposals will be implemented with effect from the start of the 2018 - 2019 programme year. **Action: Mike Hancock**

CLUB CALENDAR

8. Programme

- 8.1 The latest programmes for 18/19 and 19/20 had been circulated prior to the meeting and the content of these was noted.

9. Internal Competitions

- 9.1 It was noted that the sound always needs to be operational before Club meetings commence.

10. External Competitions

- 10.1 Sheila Tester reported that the SCPF finals day is on 13th May in Winchester, the PAGB adjudication for credit only is being held as a closed event on 9th September and that there had been a change to nature definition for PAGB only whereby cloning of overlapping elements is permitted and that the rules, on a number of PAGB competitions have changed in that where there are separate open and nature sections nature images are not permitted in the open section. She further advised that the National PAGB championships for PDI are being held in Warwick on 14th May with Chichester and Southampton Clubs representing the southern counties.

11 Annual Exhibition

- 11.1 Lorna reported that Phil Shaw is up to speed and arrangements are progressing well.

12 Spring Exhibition

- 12.1 It was reported that the Exhibition held on 28th/29th April had been a great success with some 215 visitors attending, some of whom then applied for membership – a great advert for the Club.

COMMUNICATIONS AND WEBSITE

13 Website Development

- 13.1 3 new email addresses had been set up on the Club website and were now available for testing. It was agreed that a meeting would be held between Mike Hancock, Mike Harris and Jeff Owen to consider how best to develop this initiative and ensure that external enquirers would be guaranteed a timely response. The Zoho email network might also be useful for internal communications and this too would be assessed. A paper with recommendations would be brought to the next meeting of the Committee. **Action: Mike Hancock and Jeff Owen**

EQUIPMENT

14. New Equipment

- 14.1 Jeff advised that the capture device and microphone had been purchased but that it required further testing

- 14.2 Mike Hancock and Jeff Owen are to discuss which reserve projector to purchase outside of this meeting. It was noted that the maximum budget for this is £1,500. **Action Mike Hancock/Jeff Owen**

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 Field is managing this link, with support from Hilary Featherstone. A new exhibition of work had been mounted at the Hospice and was much appreciated by both residents and staff.

17. Fernhurst and St Richard's Hospital

- 17.1 No update

18 Bognor Regis Camera Club liaison

- 18.1 Mike Hancock reported that a further meeting on inter-club co-operation would be held with the Chair and Vice Chair of Bognor CC on 15th May. Among other matters the group would consider whether another special lecture, similar to the Eamonn McCabe event, would be held next year.

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 met with Stephanie Thorndike. The museum would like to see a display of photographs covering local history, historic photography and contemporary photography. It was agreed that this was a great opportunity to promote both the museum and the Club. Lorna will convene a working party to progress these arrangements. **Action: Lorna Brown**

20 Next Meeting

- 20.1 The next meeting is the AGM which will be held on Thursday 24th May.
All to Note