

Cleveland and Darlington Astronomical Society

Minutes of extraordinary committee meeting held on Friday, Aug 7th, 2015 at 19:30.

Venue: 48 Linden Road, West Cornforth, Ferryhill, DL17 9NR

Present: Jürgen Schmoll in the Chair (JS), David Lewis (DL), Jon Matthieson (JM), Sue Barnes (SB), Simon Gotch (SG)

Apologies: Neil Haggath (NH), Julia Goudge (JG), Ian Riach (IR), Peter Hanna (PH)

Start 19:37

1. Review of the previous minutes Feb 17st, 2015

Accepted.

Action [JS]: Forward all accepted final minute versions to Don Martin.

2. Treasurer's report + CaDAS bank account options

SB: Balance on June 25 was £3610.89. No rent charged yet to TASC but this will start soon, £300 per year.

Social night:	£318.00	catering and venue
	£9.79	raffle tickets and prices
	£327.79	total

Income:	£25.00	supernova quiz
	£40.12	raffle
	£65.12	total

Overall cost £262.67 in contrast to £79.53 for last year.

A double effect happened as we ordered more food and had only half of the membership turning up compared with the year before.

On this issue it was proposed to scale the catering down to save costs. An alternative was found in going back to the planetarium, probably including a "wine and nibbles" session. It was decided to follow the planetarium venue route instead the pub route as it costs less and still delivers a social component apart from the AGM. This plan will be discussed in further detail nearer to the next AGM date in 2016.

Bank account: Paying by cheque on the pub night was not possible until the Hamilton Russell made an exception. Enquiring with the bank, there is the option to have one nominated person who can do internet banking and hold a debit card. This option was discussed and it was decided to go ahead with this, nominating the treasurer as the bearer of the card.

3. AGM 2015 review

The minutes could not be read out due to computer compability issues.

ACTION JS: Send AGM minutes out again.

ACTION all: Read AGM minutes and formally approve or send change request.

ACTION JS: Send approved AGM minutes out to Don Martin. Deadline end of August

4. Situation of speakers

Neil Haggath sent an email where he confirmed there were enough speakers now for the new season. It was suggested to get more talk titles to publish them beforehand, making the talk list more attractive for members.

5. Membership activities

As IM left the committee, CaDAS lost a very experienced and leading observer. Some details of observing venues have been passed on to SG. As SG lives close to the model aircraft club which was one dark site discussed, he will contact the club to discuss options.

ACTION SG: Contact the model aircraft club to discuss observing options, maybe starting with a site testing observation.

A mailing list needs to be created for interested active observers. The Saturn occultation drew surprisingly many members for all the event had been clouded out.

6. Current TASC activities

JS informed the committee about the recent developments about the projector refurbishment project. The projector is currently “half alive” with the cabling and control hard- and software being the biggest challenge.

7. Annual plan for CaDAS

No brainstorming about this feature yet and no “skeleton document” about an annual plan. As IM was in the lead for this, there is no progress. It was in general agreed that it was important to try things out and to do things instead of just talking about it.

It was agreed to drop the annual plan idea for now to rather start trying new activities out practically, where it applies in collaboration with TASC. A “telescope club” would be an excellent opportunity.

8. Action list

Summary of the actions to assure they are worked at, including information about open, closed and deleted actions.

Action	By	Deadline	Status
Forward accepted minute documents to Don Martin to publish online	JS	Aug 2015	Open
Send AGM 2015 minutes out again to committee	JS	ASAP	Open
Read AGM 2015 minutes and comment or approve	All	ASAP	Open
Forward AGM 2015 minutes to Don Martin once they are approved	JS	ASAP	Open
Contact model aircraft club to discuss observing	SG	ASAP	Open
Rate total value of CaDAS assets after PH's list	DL	ASAP	Open
Forward STEM request to committee	JM	ASAP	Open
Create Facebook admin accounts for other committee members	JM	ASAP	Open
Create DOODLE poll and organise next meeting date	SB	October	Open

9. Any other business

- How to react on short term invitations for public observing events (e.g. Aug 09, 2015: Nissan public solar observing event, invited by SAS).

It was agreed to send an email to the membership. However, official CaDAS representation has to be agreed to.

About Facebook, messages on the CaDAS FB page can be only seen and replied to by members with administration rights. This would also be a good way to publish short term public events like mentioned above. A current STEM request on Facebook was mentioned by JM.

ACTION JM: Forward email about STEM request to committee.

ACTION JM: Create administrator rights for other committee members on Facebook.

- CaDAS insurance cover with FAS.

SB clarified what Public Liability Insurance (PLI) is on about. The FAS only covers PLI but not damaged equipment So a separate insurance may be necessary to cover the membership against instrument damage. Currently the total value of CaDAS instruments is unknown, but it can be found out using the inventory of CaDAS assets that has been created when the planetarium has been taken over by TASC.

ACTION DL: Check asset list that is kept by PH to find out total value of CaDAS assets.

SB had made some enquiries with Bluefin who is the insurance company used by the FAS. Once the value of the assets is known, SB can request a quotation.

- **How to improve timing and communication about committee meetings.**

SB volunteered to organise the DOODLE poll and to chase up the dates to assure that at least four meetings have been held.

ACTION SB: Organise DOODLE poll for the next committee meeting.

- **CaDAS should get some space in the planetarium info box to keep presence in public for attraction new members.**
- **TRANSIT: JM suggests publishing TRANSIT quarterly instead of monthly. A target of quarterly issues would be easier to reach than a monthly target.**

It was agreed to try the quarterly way and inform the membership that this will happen.

JS suggested as a long term goal a magazine for all NE societies would reach a larger auditory and raise the motivation to write anything.

End of meeting: 21:30.

This is version 1.1, produced 2015 Aug 10 by JS with feedback of JM and SB.