

Cleveland and Darlington Astronomical Society
Agenda of committee meeting of Sunday, May 6th 2018 at 15:00.
Venue: 50 Garmondsway Road, West Cornforth, Ferryhill, DL17 9HD

Attending: Julia Goudge (JG), Sue Barnes (SB) Peter Hanna (PH), Jurgen Schmoll (JS)

Apologies: Neil Haggath (NH), Keith Johnson (KJ), Jon Matthieson (JM), Simon Gotch (SG)

1. Review of the previous minutes November 22nd, 2017

The minutes have been read out by the chairman and they were accepted by the committee.

2. Treasurer's report

SB reported a balance of £3305.68 at the closing of 2017. The deficit in comparison to the year before was caused by the purchase of the telescope mount. The total expenditure for 2017 was £1221.86 with income of £1004.50. The full financial summary will be published on the AGM and has been examined by Jonathan Roberts. The solar telescope was purchased in February 2018 at a cost of £1699, leaving a balance for end of Feb of £1872.42

3. Situation of speakers and meeting format for Jan/Feb lectures

Speaker for May11- Dr Katharine Johnston – needs pickup (18:41) and lift back to Darlington Station (22:27). PH volunteered for this.

The decision about the winter lectures was influenced by new members and the Christmas and “Stargazing Live” effects. The risk is now that it gets too repetitive for longer standing members. PH suggested doing an astrophotography lecture. This should be something very basic and more accessible for beginners and include handouts. Also novel techniques like mobile phone imaging could be discussed.

Other suggestions were to look into student groups who send small balloons with cameras to the stratosphere, etc. So the plan is to have one basic astrophotography lecture and in the other slot either a full dome planetarium show or an external speaker as mentioned above.

ACTION[JS]: Evaluate if student balloon project can be used for a presentation

ACTION[JG]: Contact person in Sheffield who builds his own digital eyepiece using a Raspberry Pi system.

4. Falling membership numbers and visitor charge review

SB reports that while the membership has gone down drastically, the number of visitors has gone up. Membership numbers went down from 112 in 2014 to 51 now. The visitor numbers have gone up, so for many visitors it looks easier not to join but to pay as they go. A member has to visit six lectures to break even. At the moment it is £2 for an adult, £1.50 for concessions.

Proposed is £3 for adults, £2 for concessions. This increases the income and it encourages membership. The membership rates remain unchanged.

Action[all]: Propose visitor fee increase at the AGM to vote on it.

5. Format of the AGM and the associated night

The “invited member night” format is proposed, using two twenty minute slots. One speaker is NH, the other JG who will talk about sundials. Coffee and tea will be offered to the members during the AGM itself.

6. Telescope loan scheme

SB changed the wording for the loan form, including an agreed loan time. She suggests adding a review period for long term loans where for example after two years the telescope loan will be discussed again. It was agreed that two committee members need to sign to authorise a loan. Members interested in a loan need to be there at least in their 2nd year and they need to provide a proof of name and address. A deposit was regarded to not be necessary.

Action[SB, JS]: Finalise telescope loan scheme.

7. Current TASC activities

“Business as usual”, the shows are mostly sold out. The observing slots on Tuesdays are very popular, and it is considered to have Sunday afternoon slots. A GOOGLE calendar has been circulated to assure there is enough volunteer coverage as there should be more than one volunteer for security reasons. There will be a hardware change inside the planetarium as the “box” in the centre will go to make space for the Spitz A5 projector.

8. Replacement for committee member Ian Riach

The vacancy need to be announced to the membership in May, so the post could be filled in June. An email to that effect needs sending out by Jon Matthieson to the membership. If any committee members are thinking of standing down please let Jurgen know ASAP so we can aim to get the positions advertised and filled this AGM

Action[JM]: Inform membership about committee member vacancy.

9. CaDAS online activities

Don Martin raised the question if keeping the website is good value for money. The maintenance is £86 per year. It was agreed it was value for money as a website is important to announce events and to show to the public who we are. More information about Jack Youdale on the website as at the moment there is only very little about him there.

The FAS sent a message about the GDPR data protection law and it was decided to pass it on to Jon Matthieson for review and action.

ACTION[JG]: Pass FAS guidelines to GPDR on to JM.

Other social media, as Facebook?

For Facebook, there are some restrictions about who can edit it. Currently it is unclear about who has the editing rights. PH will try if he has administration rights on the CaDAS facebook page.

ACTION[PH]: Try to edit in the CaDAS FB page and liase with Jon Matthieson about it.

9. Any other business

The asset insurance is still outstanding, in particular in sight of expensive new equipment as the solar observing system.

Actions of previous minutes:

Action list

Action	By	Status
Get alternative insurance quotation for CaDAS	PH	Open
Circulate CaDAS asset list within the committee	PH	Open
Activate bank access	JM	Open
Find a solution to display the TWT trophy at the planetarium	PH, JS	Open
Evaluate instruments and test function and portability with the help of other volunteers.	DL, PH	Ongoing
Send SB electronic copy mileage form so this can be converted to a CaDAS claim form in the same format	SG (former PH)	Closed
Contact JM to organise a membership email about the Feb18 event.	JG	Closed
Purchase 20 off "Night Scences 2017"	IR, JS	Closed
Reimburse IR for "Night Scenes 2017" purchase or do BACS transfer	SB, JS	Closed
Look into business card options and purchase cards if economical	JG, IR	Open
Contact Don Martin about website updates.	SB	Done

Send member astro images to Don Martin to include in website.	KJ, JS	Open
Approach TASC about joint public activities.	SG, PH	Open
Specify a solar telescope system and procure.	KJ, JS	Closed
New actions		
Evaluate if student balloon project can be used for a presentation	JS	Open
Contact person in Sheffield who builds his own digital eyepiece using a Raspberry Pi system.	JG	Open
Propose visitor fee increase at the AGM to vote on it.	all committee	Open
Communicate committee vacancy to the committee	JM	Open
Finalise telescope loan scheme	SB, JS	Open
Pass FAS guidelines to GPDR on to JM.	JG	Open
Try to edit in the CaDAS FB page and liase with Jon Matthieson about it.	PH	Open

End of meeting:16:45

This is version 2.0, produced 2018 May 22nd by JS.