



Minutes of the 57th Annual General Meeting

Held on Friday 8th September 2017 at Stratford Manor Hotel

Present: **Chairman** – **Robert M^c Leod**
 Hon Secretary – **Vacant**
 Hon Treasurer – **Philip Jones**
 Plus 23 – **Society Members**

The Chairman, Robert M^cLeod welcomed the members to the 57th AGM of the BSSG. The Chairman then asked the members to understand if the proceedings were not as smooth as normal due to it being the Chairman and Treasurers first AGM and there being no Secretary. The Chairman then pointed out that all votes would be by show of membership cards and that the Symposium secretary Matthew Myles would be filling in the role of minute secretary for the AGM.

The Chairman then asked for a minutes silence in remembrance of the members who have passed away, David Smith, Roger Waring, Diana East and Chas Butler.

1. APOLOGIES FOR ABSENCE

Steve Moehr – NE Section, Fred Porter – Western Section, William & Joanne Fludgate – EA Section, Paula Craib – Scottish Section, Craig Prentice – Scottish Section.

2. MINUTES OF LAST ANNUAL GENERAL MEETING

Minutes of the 56th Annual General Meeting
Held on the 10th September 2016 at BioChem Glass
The chairman asked members to read the minutes page by page.

It was agreed that no amendments were to be made to the minutes.

Proposed by: Matthew Myles, EA Section
Seconded by: George Robertshaw, EA Section

The Chairman then signed the minutes.

3. MATTERS ARISING

None.

4. CHAIRMAN'S REPORT

This year the Council has met three times, once at Manchester University and twice at Stratford Manor. The main focus of the meetings was the 2017 Symposium. As always with a Symposium it takes a lot of hard work and effort to bring the event together and I'm indebted to the Symposium committee for their hard work to make this Symposium a success.

Out with the committee there are others who come along to council meetings on a regular basis and their advice and commitment to the Society should not go unnoticed. As chairman I'm very fortunate to have such a good team around me. The drop in membership continues to be of great concern but I would rather focus on the positives of the last year. We now have two members, Paul Le Pinnet and Tom Young who have been awarded MBE's for their services to scientific glassblowing. A great achievement. Scientific glass blowing has featured on TV and radio shows which have helped to heighten the profile of scientific glassblowing. I also take heart from the number of emails I receive on glass related matters, which proves to me the Society is still held in great esteem by the glass producers and users. With all the good publicity scientific glassblowing has received we as a Society have to build on this. We must learn to make better use of multimedia and to this end the council will appoint someone to the role.

For my part I will continue to look for funding for the Society not only for accreditation but also to help the running of the Society. Now we are on the Radcliffe Red list of endangered crafts I'm hopeful that we will qualify for grants so that the Society can continue to support our profession.

It is not until you take over the role of an officer of the Society that you appreciate the work that was done by the officers that stepped down at the last AGM. The Society is indebted to William Fludgate and Terri Adams for all their hard work and who are now on a well-earned rest.

No chairman's message would be complete without mentioning Ian Pearson for all his efforts in keeping the journal going. It can be a thankless task at times but I think you will all agree that Ian does an admiral job in finding material for the journal. I also need to mention our Honorary Treasurer Phil Jones who has kept the Society finances in check. Ian and Phil have also worked together to cover most of the work previously done by the Honorary Secretary. It is down to them that the journals arrive to you on time and to the correct address.

5. SECRETARY'S REPORT

No report due to the position being vacant.

The chairman asked the members if there were any volunteers to fill the position, Matthew Myles EA section volunteered.

6. TREASURER'S REPORT

BRITISH SOCIETY OF SCIENTIFIC GLASSBLOWERS**ANNUAL GENERAL MEETING: 8TH SEPTEMBER 2017****TREASURERS REPORT****2016 Accounts Report:****Page 2:**

Bank Interest: Interest income is down from 2015 reflecting low interest rates and some working capital transferred to the Community Account.

Symposium: Reflects no Symposium in 2016.

BoE: Income down due to fewer exams taking place.

Journal: The Journal shows a slight loss. This would be far worst if we didn't have advertisers' income and reflects how perilous the viability of the Journal is. Membership income alone doesn't go anywhere near to covering expenses.

Training Fees: There was no additional training income in 2016.

Miscellaneous: There was one Manual sold.

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Stationary and postage general administration: Costs low to due greater correspondence via email.

Library: No loans or purchases so nothing to show.

Travel Expenses: Down over all due to fewer meetings and exams taking place.

Insurance: The renewal of the insurance shows a small increase in the premium.

Accountant's fees: This is the charge for preparing the 2016 accounts by the accountants as seen below.

Miscellaneous expenses: Various presentations.

Net for year: On all BSSG activity there was a very modest surplus. There was no tax to pay.

2016 to Date:

A continuing concern is the fall in membership and hence income from that stream. Although this does result in reduced Journal postage costs! Fortunately we had more income from advertisers compared to 2015 including several 'one-off' adverts.

Clarification in needed as to what we charge Journal subscribers and consideration given to increase BSSG Membership fees.

One thing of note is the decision taken to close the NatWest BSSG Symposium Account (which had been run by Jo Fludgate) and transfer all the funds therein to the Barclays Community Account; this took place on 18th April 2017. This makes life a little easier for me as it means that I don't have to negotiate with or visit different banks. Jo no longer has any involvement in BSSG finances.

As at 6th September 2017 our accounts had the following amounts:

Community: £7,008.28

Scottish Widows: £6,469.82

I propose the auditors Downham Mayer Clarke & Co with the approval of Council.

So, on behalf of Council, I ask members to:

1. To ratify the accounts before you.
2. To approve that Downham Mayer Clarke & Co. be elected to continue as the Society Auditors.

Philip Jones
BSSG Hon. Treasurer

The member were asked to approve the accounts.

Proposed by: Graham Reed, SW Section

Seconded by: Alan Howell, EA Section

The Treasurer read through his report and a draft of the accounts were made available for review by the membership. The treasurer highlighted that the costs of the society are outstripping membership income, and as such recommended a rise in membership fees commencing in 2018, members were given the opportunity to comment on the proposal.

The proposal was for full members £5 increase, student member's £2.50 increase, with an equivalent increase for overseas members and subscribers £50 for overseas and £40 for UK.

Graham Reed SW, asked the treasurer to clarify the new fees.

Full members £35, Student members £17.50, overseas full £50, overseas student £2.50 increase; ***treasurer did not have the numbers to hand,***

Ian Pearson Scottish, agreed with the new figures.

Terri Adams TV, proposed a £20 rate for students.

Graham Reed SW, proposed £40 full and £20 student.

Ian Pearson Scottish, thought that this increase was too much for one go and that incremental increases over several years would be better.

Alan Howell EA, asked about corporate membership.

Ian Pearson Scottish, pointed out the corporate rates are set by council.

It was agreed to look at corporate rate at a future council meeting.

The proposal was put forward as, full £35, student £20, overseas full £50, overseas student £35, UK subscription £40 and overseas subscription £50.

Proposed by: George Robertshaw, EA Section

Seconded by: Terri Adams, TV Section

The chairman asked for the members to vote on the new fees by show of membership card.

The motion was passed with no votes against.

Graham Reed SW, ask the members to show appreciation to the treasurer.

The chairman agreed and asked for a round of applause.

7. ELECTION OF AUDITORS

The Chairman asked for a proposer and seconder for the election of Downham Morris Mayer and Co. Stockport, Cheshire as the society auditors

Proposed by: George Robertshaw, EA Section
Seconded by: Ian Pearson, Scottish section

8. COUNCIL REPORT

The Chairman gave the council report.
There were 3 meetings during the past year 1 was hosted by Manchester University where the symposium was the main topic discussed and 2 at the Stratford Manor Hotel where again the symposium was the main topic. There was no real discussion of any other business.

Proposed by: Dan Jackson, North East section
Seconded by: Przemyslaw Tryc, Thames Valley section

The Chairman expressed disappointment that the meetings were not better attended especially at Manchester University who had supplied the venue and provided a buffet lunch.

9. JOURNAL AND ADVERTISING REPORT

Journal report

This was a verbal report by the editor Ian Pearson.
The lack of contributions was once again the opening topic with Ian Pearson expressing his gratitude to Alan Gall for his continuing contribution to the journal and for proof reading the journal, Ian also thanked Graham Reed for proof reading. The cost of producing the journal was discussed with the £4000.00 annual cost not being met by advertising revenue.

Ian asked for comments from the members on the possibility of an online version replacing all or some of the 4 journals issued each year.

Gary Coyne Overseas, expressed his view that a PDF could be e-mailed to members and that some societies charge more for hard copy.

Graham Reed SW, liked PDF's for overseas members, did not think that a fully online version would be read, and still wanted hard copy. *He also asked for it to be minuted that the advertisers may want to keep the 4 hard copies spread over the year. The chairman agreed and pointed out that the advertisers would be consulted about changes.*

Julia Malle NE, would like to find newer funding methods to try and keep the 4 printed issues.

John Stanton TV, questioned why PDF's could not be sent out during the year with the 4 printed copies sent out in one go. This idea was shared by Terri Adams TV.

The editor pointed out that costs have been reduced to the minimum and that the upfront costs are the main expense, but that advances in print technology may alter this in future.

Alan Howell EA, would still like the journals printed.

The chairman closed this discussion by agreeing to look at this in future council meetings.

Advertising manager's report

This was a verbal report by the advertising manager Graham Reed

There has been a good response from advertisers due to the symposium, Graham has been round all the trade stands and has suggested ways that the advertisers could provide more details about themselves in the journal.

Graham expressed a need for the society as a whole to try and keep the contact details of the advertisers up to date.

The chairman pointed out that companies are encouraged to do a profile in the journal, which can lead to adverts being placed in the journal.

The Chairman recognised the efforts of Ian for all the work he puts into the journal and Graham for keeping money coming in to help with the cost of publishing the journal.

Proposed by: Terri Adams, Thames Valley section

Seconded by: John Turnock, South West section

10. BOARD OF EXAMINERS REPORT

The Board Members for 2016 are as follows

Chairman – Matthew Myles

Examination Secretary – Terri Adams

Competition Manager – Lee Mulholland

BoE Member – William Fludgate

BoE Member – Steve Moher

BoE Member – Phil Jones

BoE Member – Robert McLeod

BoE Member – Brian Moore

BoE Representative – Keith Holden

Since the last AGM there has only been one exam, a certificate of competence, unfortunately it did not result in a pass.

Queensland University has at last submitted a CV for a candidate to act as the invigilator for their trainee to undertake his Certificate of Competence exam, Keith Holden will once again be acting as examiner.

Clarence Mortlock of the University of Kwazulu-Natal is still hoping to act as examiner for his trainee once all the necessary paperwork/payments have been received.

Lastly an Accreditation update

Robert McLeod has been in contact with the Heritage lottery fund about funding the cost of accrediting the exams (approx. cost £8000) they have indicated that they will only provide funds if there is a public interest i.e. school participation. South Lanarkshire College are willing to set up an area for a possible training school; volunteers would be needed to run courses, if funding can be secured then it is proposed that the society hire a professional writer to ensure that the correct terminology is used so as to meet the required SQA standards. The BSSG would retain ownership of all materials.

I would like to thank Keith Holden for continuing to act as examiner for the exams being held in Australia.

Matthew Myles
BoE Chairman

William M^cCormack NE, raise a point from the floor about the exam procedures and if the Board of examiners has been applying them and if an answer could be provided by the board.

Matthew Myles EA, agreed to find out the facts from the examiners that attended and from the past BoE chairman and to provide an answer after the next BoE meeting.

Proposed by: Brian Moore, TV Section
Seconded by: Alan Howell, EA Section

11. **LIBRARIAN REPORT**

This was a verbal report by the Librarian Terri Adams

In the last 2 years there has only been 1 booked borrowed from the library and only 1 DVD in 3 years and asked if the library should go to South Lanarkshire college if the new training course comes to fruition.

Graham Reed SW, agrees that the library is sadly underused.

John Stantion TV, asked if the contents of the library are listed on the web site.

The librarian replied that it should be, but if not the web master will be provided with the necessary information.

Ian Pearson raised the point of the online journal index providing a review of the material as well as a list of the library contents.

Proposed by: Graham Reed, SW Section
Seconded by: Ian Pearson, Scottish Section

12. **WEB MASTER'S REPORT**

No report.

The chairman pointed out the web master is prompt to add/remove information when asked.

Graham Reed SW, asked the chairman to inform the members who the web master is

The chairman replied that Sean Taylor, Scottish section is the web master.

Proposed by: Matthew Myles, EA Section
Seconded by: Phil Jones, SW Section

The chairman proposed that all the reports be accepted on mass.

Proposed by: Ian Pearson, Scottish Section
Seconded by: George Robertshaw, EA section

13. **ELECTION OF OFFICERS**

The Chairman and Treasurer are both happy to carry on with their roles and Matthew Myles has put himself forward to fill the vacant secretary role.

The chairman asked if there was any volunteers from the floor to take on any of the roles.

There were no volunteers.

The role of Matthew Myles being the new secretary was.

Proposed by: Matthew Myles, EA Section
Seconded by: Philip Jones, SW Section

The Chairman and Treasurer roles remaining in position was.

Proposed by: Terri Adams, TV section
Seconded by: Chris Pittock EA Section

Chairman: Mr Robert McLeod, Scottish Section

Hon Treasure: Mr Phil Jones, Western Section

Hon Secretary: Mr Matthew Myles, East Anglia Section

14. **DECLARATION OF APPOINTMENTS**

The following were elected to the office for 2017.

Journal Editor:	Ian Pearson, Scottish section
Advertising Manager:	Graham Reed, SW section
Librarian:	Terri Adams, TV section
Webmaster:	Sean Taylor, Scottish section.

The chairman asked for a proposer and seconder for the declaration of appointments

Proposed by: Lee Mulholland, TV section
Seconded by: Dan Jackson, NE Section

Graham Reed asked if the BoE chairman was appointed at AGM or by the BoE itself.

It was pointed out that as a subcommittee of council the position is not appointed at AGM.

15 **RULE CHANGE**

The chairman put a proposal before the AGM to amend the rules about election to council due to the demise of most sections and the need for the society to be audited in order to apply for funding for the new exams.

*The proposal was included in the welcome packs for the delegates to view
In summary member to be nominated by 2 full members or a CV to be submitted.*

The chairman asked the floor for any comments.

Phil Jones SW, asked how many are needed to make a quorate.
6 and 1 must be an executive officer

The chairman highlighted that if the proposal was accepted then some of the other rules would need to be amended to accommodate the new system.

The chairman asked for the members to vote on the new fees by show of membership card.

The motion was passed with no votes against.

16 FUTURE SYMPOSIUMS

The chairman highlighted the stress and cost of organising annual symposiums and asked the members to comment if they had a preference for the frequency of future symposiums; the competitions would still be run annually, a one day AGM in an area related to the glass industry was a possibility if a biannual symposium was agreed upon, the chairman asked the floor for comments and pointed out that this was just to gauge the members thoughts and not a proposal.

Jean-Francois Boutry overseas, pointed out that the cost of travel for the overseas members would point towards a biannual symposium, he also asked about the symposiums becoming more international by collaborating with other European societies.

17 BSSG SURVEY

Julia Malle has organised a survey of members to ascertain the demographic of the society, there were 33 respondents at time of AGM, in summary largest age group 65 – 74, mostly male, work for Universities or self-employed, would be willing to attend section meetings, like attending symposiums, would be willing to contribute to the journal, would read online journal but 40% prefer printed material, most would re-join the society, the majority were aware of the material available through the society e.g. library; *the chairman highlighted that if the society does post videos on social media then it could be held accountable in the event of any accidents,*

The survey is still live at this stage.

The chairman thanked Julia for the hard work organising the survey

18 ANY OTHER BUSINESS

Lee Mulholland TV, put forward a proposal for the society to have a post of multi media officer to bring the society more up to date and help to engage both members and the general public, Lee proposed Przemyslaw Tryc TV, to take up the post.

Phil Jones SW, asked if there was a remit for the role.

The chairman pointed out that as a new role council would have to agree the remit.

Ian Pearson, Scottish Section asked what the posts title would be.

The chairman again pointed out that the role is not yet finalised and the details would be sorted out at a later date.

Proposed by: Ian Pearson, Scottish Section
Seconded by: Dan Jackson, NE Section

Gary Coyne overseas, asked about the use of PayPal to pay society membership.

The Hon Treasurer Phil Jones SW, replied that he would look at it once he was more settled into the role, he also asked past treasures about the use of credit cards for payment.

The chairman thanked the delegates for attending the AGM and brought the meeting to a close.

The next council/BoE meeting to be organised at a later date.

MINUTES ACCEPTED AS MARKED

DATE.....

SIGNED.....

NAME IN CAPITALS.....

SIGNED.....

NAME IN CAPITALS.....