Minutes of Whitchurch Photographic Society Committee Meeting held on Tuesday 1st September 2020, 7.30 via Zoom

Present: Marc Brimble; Sandy Robertson; Marian Goody; Julia Finch; David Powell; Martyn Daniels; Les Jones; Richard Priestley

Apologies; Paul Hayward

20.1. Minutes of meetings;

20.1.1 Minutes of the meeting held on 6th February 2020 were approved as a correct record.

20.1.2 Minutes of the meeting held on 9th June 2020 were approved as a correct record

20.1.3. Minutes of the AGM held on 7th July 2020 and the actions in hand were noted for information

20.2. Matters arising

A proposed addition to the revised terms of reference of WPS as **agreed** at the 2020 AGM focussing on governance arrangements, organisational relationships and delegated authority to the Committee to act on behalf of WPS was discussed and **noted** .It was **noted** that this would be generic in its application and it was **agreed** that this should be brought into operation at this time and would be put to the 2021 AGM for consideration and subsequent ratification .**ACTION : MB / RP**

20.3. Membership cards 2020/2021

It was **agreed** that the proposals for changes to the design of Membership cards because of COVID 19 restrictions, resulting in reduced ink usage and home printing by members which would be issued on receipt of subscription payments should be supported and implemented **ACTION :DP**

20.4. Officers Reports;

20.4.1 Chairman .It was **noted** that the Senior Citizens club were planning to reopen their premises in mid September and had asked if WPS was anticipating to reuse their premises in the near future .Following detailed discussion it was **agreed** that;
1. Because of COVID 19 requirements , including Social distancing , use of masks , sanitizers , cleaning requirements ,the need for a risk assessment etc that this was not practical for the remainder of 2020 .
2. The position would be reviewed further in early 2021 in the light of any changes to governmental policy
3. To thank the Senior Citizens club for this offer
4. To offer some raffle prizes for the Senior Citizens club Christmas programme
ACTION; MB
20.4.2 Secretary. It was **noted** that plans were well advanced for selected areas of changes to the design and content of the WPS website and thanks were confirmed to Martyn and Les for their actions .Following detailed discussion it was **agreed** that ;

1. **LJ / MD / RP and MB** would follow up and agree further changes to be made to the existing website
2. 2 or 3 past years information, records, details of competition outcomes etc should be archived for information **ACTION MD /LJ**
3. Models / ideas for alternative hosting / design etc of the website on a longer term basis should be considered at the next Committee meeting – **ACTION MD / LJ**

20.4.3 Treasurer. It was **noted** that;
1. The Financial position had not changed significantly since the last report with satisfactory balances of income and expenditure, cash and assets being available.
2. There were difficulties experienced in operation of the bank account with NatWest
3. The possibility of switching Bank accounts to an alternative bank might result in financial benefits and would be explored further
4. WPS members would be emailed shortly with regard to payment arrangements for 2020/2021 subscriptions

ACTION; DP

20.4 4. Membership Secretary – nothing to report

20.4.5 Competition Secretary – nothing to report

20.4 6 IT Team – action as in **20.4.2** above

20.5 Meeting programme for 2020/ 2021

The Programme for 2020/ 2021 was **noted**.
Marc confirmed that the programme was all in place; there might be an issue with the event scheduled for 29 September 2020 .If so then it was **agreed** that an alternative event for this date could focus on members of the Committee identifying say 2 images which had particular significance for them personally,using the ZOOM based Share Screen facility to present to members with appropriate explanations / commentary. **ACTION MB**

20.6 Any other business

Martyn was asked if information for ZOOM access to Committee meetings and programme meetings could be circulated 4/5 days in advance of the meetings to remind all concerned. **ACTION MD**

20.7 Date and time of next ZOOM based Committee meeting

It was **agreed** that this should be held at **730 pm on Thursday 12th November 2020**.