



Scarborough & Ryedale Astronomical Society

Committee Meeting Minutes

Monday 3rd July 2017, 7.30pm

Home of Neil Graham

In attendance:	Bryan Moiser (Secretary)	Sheila Anderson (Treasurer)	
	Jon Borgia	Neil Graham	

Agenda Item		Action
1	Welcome and apologies 1.1 SA welcomed everyone to the meeting. 1.2 Apologies for absence were accepted from CS and MT.	
2	Minutes of last meeting 2.1 The minutes of the last meeting were accepted as a true record.	
3	Matters arising Actions from the previous meeting (numbering according to actions): Actions carried forward from 6th December 2016 9.3 BM has taken possession of the key to the Community Centre. The key to the store is in the key safe, which just needs securing to the floor. Action complete. 15.1 Carried forward.	

	<p>Actions carried forward from 13th March 2017</p> <p>8.2 Starfest volunteers. Carried Forward.</p> <p>13.3 Introduction to astronomy event. Carried forward.</p> <p>Actions carried forward from 24th April 2017</p> <p>8.4 MT and NG have collimated the Lightbridge telescope but one of the collimation adjusting screws is seized and has been soaked in lubricant. Action complete.</p> <p>Actions carried forward from 5th June 2017</p> <p>7.2 HS has generously taken the Starfest marking posts away for storage, creating much needed space in the store. NG and MT have restored the LX200 telescope to the pier in the north dome and it is ready for testing. Action complete.</p> <p>8.2 JB has created a means for members to distribute messages to each other without revealing individual email addresses. The system will be brought into the operation at the start of the season. Action complete.</p>	<p>NG</p> <p>BM</p>
4	<p>Treasurer Update</p> <p>4.1 Since being appointed treasurer at the last meeting, SA reported that she had collated various documents received from MT, CS, MJ and AE. SA provided the meeting with a comprehensive summary of her findings.</p> <p>4.2 The gap in deposits to the bank account made by the paying in book have made it difficult to track all of the society income.</p> <p>4.3 Through dogged detective work SA has managed to match up cheque-book stubs with payments made in most cases.</p> <p>4.4 At the end of the last financial year (July to July) the society had a bank balance of £12,957. In May 2017 the balance was £9761.</p> <p>4.5 The society began the year with a cash float of £600 +. It is not clear where all this cash came from. Due to being unable to access the society bank account it has been necessary over the year to draw upon this float and it currently stands at £115.90. There is a further £28.50 held in a small cash tin.</p> <p>4.6 It has not been possible to ascertain how many people attended Starfest 2016.</p>	

5	<p>Starfest 2016 Finances</p> <p>5.1 SA presented a breakdown of costs and estimation of profit for Starfest 2016.</p> <p>5.2 The cost of the hog roast was £595 with individuals being charged £6 each. Without knowing numbers it was not possible to ascertain if the hog roast had made a profit. It was agreed that should Starfest to be held in the future there will be no hog roast.</p> <p>5.3 The cost of hiring the Starfest field and marquee show a steady increase. In 2013 the cost was £390 and by 2016 this had risen to £960. NG explained originally the Forestry Commission did not charge for the use of the marquee, but due to it being damaged by other people they have now decided to charge for the marquee to cover the cost of repairs.</p> <p>5.4 SA questioned whether the cost for attending Starfest was sufficient and suggested attendees would be willing to pay more. It was noted that last year's annual general meeting there was some discussion about the low-cost of attending Starfest.</p> <p>5.5 For the last few years society members who help at Star Fest have not been charged for attendance. SA suggested that a nominal fee of at least £10 should be charged in the circumstances to contribute towards the cost of the toilets and the skip. This was generally agreed.</p> <p>5.6 SA completed her report by outlining the society expenses over the year to date. These included £466 for visiting speakers and SA suggested that speakers' costs need to be monitored. BM concurred with this and suggested that an annual budget for speakers be allocated. A suggestion of £600 was generally agreed.</p> <p>5.7 Following a discussion about how the society is administered agreement was reached on how costs for printing etc. should be covered, simplification of the expenses claim form and SA undertook to edit the society data protection policy.</p>	SA
6	<p>Starfest</p> <p>6.1 A discussion took place over the viability of holding Starfest in 2018. NG restated his availability to take charge of the event although it is possible that a change in his role at work may impact upon this. Given the figures supplied by SA it was agreed that there is some financial risk to holding the event. There is also an issue with members being willing to assist with the event.</p> <p>6.2 Given the willingness of NG to take charge of the event it was agreed that it was worth running Starfest in 2018. With more than a year to plan for the event it was felt that some of the risks could be mitigated. A provisional booking of the field has already been made by NG. The dates of Starfest 2018 are Thursday 9th August to Sunday 12th August.</p> <p>6.3 SA reported that given the new barrier system at Dalby the Forestry Commission were willing to issue those attending Starfest with a code for the barriers at a cost of 4 pounds per vehicle.</p>	

7.	<p>Dalby Astronomy Centre</p> <p>7.1 NG reported that on his last visit to the domes there was water on the floor of the north dome. It was not clear where the water had come from; it was possibly due to the dehumidifier overflowing. Situation will be monitored.</p> <p>7.2 MT is going to place rubber strip on the door of the North dome to provide additional weatherproofing.</p> <p>7.3 NG expressed concern about the security of the domes given that the shoot bolts on both doors have become rusted and inoperable. It has not been possible to source replacement bolts. BM undertook to investigate obtaining replacement shoot bolts from the makers of the domes in the USA.</p> <p>7.4 Given previous discussion about which telescopes should be housed in the two domes it was agreed that the 12 inch computerised Dobsonian John Harper is willing to place on permanent loan with the society should be taken to Dalby by the end of August to allow committee members to decide and vote upon the telescopes they consider the most suitable.</p>	<p>MT</p> <p>BM</p> <p>BM</p>
8.	<p>Insurance</p> <p>8.1 BM reported that having looked into insurance for society equipment it appeared that only the Meade LX 200 and been insured in the past and that this insurance had not been renewed since 2013. A quote for ensuring the LX 200 has been received at a cost of hundred £193 per annum. After a brief discussion it was agreed that BM should obtain a quote like for ensuring all three of the large telescopes in use at Dalby.</p>	BM
9	<p>Dalby Explorer Day</p> <p>9.1 This event scheduled to take place on Sunday 9th July. BM, NG, SB and SA all agreed to support the event. John Harper will also attend and open the domes.</p>	
10	<p>AOB</p> <p>10.1 SA reported that whilst examining the documents she had been given as treasurer she had noted that various items of equipment have been purchased for the society. It was felt that the equipment will be in the store at Dalby but a full stock check is required.</p> <p>10.2 NG said there was difficulty in closing the main shutter on both observatories. A boat hook or similar is required to pull the shutters down. BM agreed to purchase something suitable.</p>	<p>All</p> <p>BM</p>

11	Date of next meeting 12.1 Date and venue of the next meeting is Monday, 4th September, 7:30 pm at the home of SA.	
12	12.1 Meeting closed at 9.43pm	