



Scarborough & Ryedale Astronomical Society

Committee Meeting Minutes

Tuesday, 15th May, 2018, 7.30pm

Home of Sheila Anderson

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

Agenda Item		Action
1	<p>Welcome and apologies</p> <p>1.1 SA welcomed everyone to the meeting.</p> <p>1.2 Apologies for absence were accepted from JC.</p>	
2	<p>Minutes of last meeting</p> <p>2.1 The minutes of the last meeting were accepted as a true record.</p>	
3	<p>Matters arising</p> <p>Actions from the previous meeting (numbering according to actions):</p> <p>Actions carried forward from 6th December 2016</p> <p>15.1 BM has emailed MT about the need for a fully costed proposal for the rotating drum. MT will consult with NG before deciding whether or not to produce a proposal.</p> <p>Actions carried forward from 3rd July 2017</p> <p>7.2 Carried Forward</p> <p>7.3 NG has obtained 2 bespoke bolts and is awaiting the springs to fit them.</p>	<p>MT</p> <p>MT</p> <p>NG</p>

	<p>Actions carried forward from 8th November 2017</p> <p>3.1.5 BM to contact JM regarding the return of the eyepieces.</p> <p>3.1.9 Complete</p> <p>3.1.10 Carried forward.</p> <p>7.2 HW and NG to arrange a suitable date to visit the site and test the camera.</p> <p>Actions carried forward from 10th January 2018</p> <p>11.3 Carried forward.</p> <p>Actions carried forward from 28th March 2018</p> <p>5.1 BM to recover finderscope from Dalby. JC suggests that the O ring may need to be replaced.</p> <p>9.1 Complete.</p> <p>10.2 SA has inquired about selling the broken aluminium ladder for scrap. In order to do so it needs to weigh more than 5 pounds. Ladder to be weighed.</p> <p>10.4 Carried forward.</p> <p>10.5 NG has made inquiries and a Telrad viewfinder will cost about £35 plus delivery. Red dot finders are £6 to £100. As the 16" Dob is fitted with a Telrad it was agreed to move this to the Meade. The finderscope on the 12" Skywatcher to be repaired as above.</p> <p>10.6 NG reported we are no further on with this as he awaits a reply from AE.</p>	<p>BM</p> <p>NG</p> <p>NG/HW</p> <p>JC</p> <p>BM</p> <p>SA</p> <p>HW</p> <p>MT/BM</p> <p>NG</p>
4	<p>Treasurer Update</p> <p>4.1 SA reported that the society is about £270 away from the break-even point for Starfest. After discussion it was agreed that a fee of £10 be levied for those cancelling less than 6 weeks prior to the event. This is to cover the costs of the toilets etc. NG will revise the application form.</p> <p>4.2 The balance of the Society' account is £8522.</p>	
5	<p>Dalby Astronomy Centre</p> <p>5.1 Nothing to report.</p>	

6	<p>Starfest</p> <p>6.1 NG reported there have been 29 registrations to date, amounting to 50 individuals. A number of people are known to be attending but have yet to fill in the application form.</p> <p>6.2 NG has had no response from the FC over the water bowser and will follow this up.</p> <p>6.3 NG to request the site be mown a week before the event as last year there we complaints about the volume of wet grass on the field.</p> <p>6.4 Two speakers have confirmed. NG is preparing his annual quiz.</p> <p>6.5 Members are to be asked for raffle prizes and a budget set for further prizes.</p> <p>6.6 HS has volunteered to set out the signs an run the bar.</p>	
7.	<p>Octon</p> <p>7.1 The camera installation is to be tested as discussed above.</p>	
8.	<p>Permission to use Dalby</p> <p>8.1 BM highlighted the key points from the FC Permission document which was circulated prior to the meeting.</p> <p>8.2 BM stated he had sent the insurance information to the FC. They also required Risk Assessments for the Public Observation events and for the fire risk. MT had been working on the risk assessments and has agreed to revise them in time for the next meeting.</p> <p>8.3 There was discussion over how best to implement the Public Observing Risk Assessment e.g. avoiding trip hazards and the risk of slipping on the ice. It was agreed that the revised documents will be approved at the next meeting and then the committee can decide on what needs to be done to implement them.</p> <p>8.4 It was agreed that we should clarify if the code for free entry to Dalby to members extends beyond midnight. BM to contact SB.</p>	<p>MT</p> <p>BM</p>

9.	<p>General Data Protection Regulations (GDPR) 2018</p> <p>9.1 BM referred to the FAS guidance on GDPR that had been circulated prior to the meeting. The following actions were agreed to comply with the legislation:</p> <p>9.2 BM to write to all members and obtain their permission for them to be contacted by email or phone.</p> <p>9.3 NG to add a statement on Data Protection to the society website.</p> <p>9.4 BM to remove data on vehicles from the database and add the contact preferences.</p> <p>9.5 BM to ensure all old copies of the membership database are destroyed.</p> <p>9.6 BM to amend the society application forms in line with GDPR.</p> <p>9.7 It was agreed that there is no need to appoint a Data Protection Officer. It was also agreed that members will be removed from the email circulation list should they request it.</p>	<p>BM</p> <p>NG</p> <p>BM</p> <p>BM</p> <p>BM</p>
10.	<p>Publicity Material for Dalby</p> <p>10.1 Carried forward to next meeting due to absence of JC.</p>	
11.	<p>Ayton Talks</p> <p>10.1 BM asked for a volunteer to run the June meeting as he will be away. NG agreed.</p> <p>10.2 NG agreed to create a quiz for the above event.</p> <p>10.3 BM asked if anyone else would like to run the Introduction to Astronomy event in September. There were no volunteers and BM agreed to run the event.</p>	
12.	<p>Secretary Vacancy</p> <p>12.1 Having announced his intention at the last meeting to stand down as Secretary BM asked if anyone was considering taking on the role. As no one was keen to volunteer a discussion took place about how to reduce the role to make it more appealing. The way forward was agreed as splitting the organisation of events and talks away from the general secretarial duties. If need be events and talks could also be separated.</p> <p>12.2 BM commented that thanks to the work of members of the committee and others in the society the role of Secretary as not as time consuming as it</p>	

	<p>was 2 years ago as much has been achieved since then. BM also stressed that if possible the vacancy for Chairman should be filled as without an active Chairman the role of Secretary is even more onerous and unappealing.</p> <p>12.3 BM agreed to circulate the Job Descriptions of Secretary and Chairman to the committee members and to the wider membership.</p>	BM
13.	<p>AOB</p> <p>13.1 NG proposed the dates for Public Observing at Dalby next season and they were agreed as:</p> <p>5th October 2nd November 1st February 1st March.</p> <p>13.2 SA informed the meeting that JH had a dobsonian telescope that he no longer is able to use and asked if the society would like it. It was agreed that given the limited storage space at Dalby it would be preferable for JH to donate the scope to a young astronomer.</p>	
14.	<p>Date of next meeting</p> <p>12.1 Date and venue of the next meeting is Tuesday 10th July, 7:30 pm at the home of BM.</p>	
	Meeting closed at 9.00pm	