

Sunderland Astronomical Society

Date: 14th December 2014.
Time: 6:00 pm.
Location: WWT.

Attendees: Michael Tweedy (MT), Paul Meade (PM), Martin Kennedy (MK), Ken Kirvan (KK), John Lynch (JL), Natalie Lowes (NL), Harry Herron (HH), Chris Duffy(CD), Karen Hutchinson (KH), Jacqui Gray (JG), Richard Graham (RG), Owen Lowery (OL).

Apologies: Roy Alexander (RA), Sophie Jenkins (SJ) Peter Stokel (PS).

Note: Minutes also cover the meeting (before the 21st Dec lecture) to discuss Jupiter Nights events in January.

Open Actions:

- MT/PM to ask WWT management if current notice board could be increased in size as the current notice was now too small for SAS notices/pictures/etc.
- MT to find out if there are any waivers/conditions imposed from Charity Commission re: placing meeting minutes into password protected SAS members area on website.
- MT/KK to get receipt off Gill for SAS rent.
- HH to speak to OL re: possible tools/equipment donation(s) for observatory maintenance.
- Jupiter Nights event actions (section 3.below).
- HH/DB/GD – report on any Dob telescope build updates.
- HH/DB – report on any shed progress/updates.
- Graham Darke to provide the necessary adjustments for primary mirror coating for telescope project.
- RA to send off Endowment Outreach Feedback forms to Community foundation.
- KK to re-enter SAS accounts (due to HD crash) for this season and previous season for BIFFA application.

	Description	Action	Deadline Date
	Minutes of Previous Meeting Minutes from previous committee meeting were accepted.		
1	Outstanding Action Review All actions outlined above were still ongoing.		
2	General MT requested that all committee members to please send their apologies for absence via email/text/etc to MT before the meeting, to help avoid unnecessary delays at meeting..	Committee members.	
3	Visits & Events PM went through events & visits from events diary for the next 2 months. See SAS Website Events Calendar/SAS Facebook group page for details. MK reported Graham Darke has been asked & he has agreed to do the Bright Sparks talk of the 31/01/15 . Event now on SAS website Events Calendar. HH/MT on another outreach event at local school. Committee asked if the feedback forms have been passed to community endowment foundation? Jupiter Nights 23rd/24th Jan 2015. MT commented due to the BBC stargazing live occurring in March, turnout for Jan event may not be as large as last year. Therefore, effective advertising was essential to get maximum awareness to public (via posters, radio, media, etc).	PM to confirm dates/times for visits/events, arrange/liaise with event organisers. Graham Darke to do Bright Sparks talk. RA to pass feedback forms to community endowment foundation. PM to contact Newcastle Radio w.r.t. arranging interview/talk to advertise event. Also possible local paper article?	As reqd. 31/01/15 ASAP. This 11/01/15 11/01/15

SAS Committee - Meeting Minutes

	Description	Action	Deadline Date
	<p>After discussions, KK agreed to contact 'Grovers' astro vendor and invite to events on the 23/24 Jan.</p> <p>After discussions, it was decided to contact POCs from other astronomical societies (NAS, DAS, CDAS, NASTRO, etc) & invite to the Jupiter nights events on the 23/24 January.</p> <p>Committee also discussed the possibilities of setting up a joint event with other local astronomical societies. To Be discussed further at next meeting(s)</p> <p>Craft Area - NL states that her mum would not be doing the craft area this year, due to other.</p> <p>NL volunteered her services to support astro craft area & also asked for support where possible from committee and SAS membership.</p> <p>JG also volunteered to help. Any other volunteers please contact NL, Posters to Advertise event - HH/MK suggested re-using previous posters from previous Jupiter Nights events with some alterations for dates, etc.</p> <p>Locations-on site. MT to contact WWT management for meeting to discuss logistics for event.</p> <p>Talks - MK commented that astro talks had been set up for the Fri 23rd & Sat 24th January. Talk Times. details TBC.</p> <ul style="list-style-type: none"> • 23rd - Talk1: "Intro to Astronomy/Stargazing" - Either Dave Newton or Roy Alexander; • 23rd - Talk 2: "Astronomy From the Suburbs" - Graham Darke. • 23rd - Talk 3: "Your First Telescope", Talk or a Q&A session - Michael Tweedy. • 24th - Talk 1: "Intro to Astronomy/Stargazing" - Either Dave Newton or Roy Alexander; • 24th - Talk 2: "Astronomy From the Suburbs" - Graham Darke . • 24th - Talk 3: "Your First Telescope", Talk + Q&A - Dr Jurgen Schmol. <p>Contingency plans (Poor weather) - Restrict observing areas with cover (for e.g. Veranda) and possibly more talks? Mentioned if NL could have her Jupiter talk on standby, if/when required.</p> <p>Nissan Events - MK - Gary Collins (NSLC) replied to enquiries that at the moment he had no plans to do any Nissan Astro-related events in 2015. Committee decided to review in March.</p> <p>Stargazing Live Support Event, proposed dates . 2 days (capitalise on BBC shows public awareness, etc). Possibly Friday the 20th and Saturday, 21st March 2015. JL proposed this be raised at the next committee meetings.</p>	<p>KK to contact "Grovers" and invite to event.</p> <p>MT/MK contact other AS POCs.</p> <p>NL to organise/liaise/manage craft area with SAS support. MK to prepare poster. MT/MK print of some large/smaller formats.</p> <p>Meeting on 07/01/15 with WWT management & MT,PM, MK</p> <p>MK to confirm talks with speakers.</p> <p>MK to make enquiries with GC in March.</p> <p>Committee to confirm dates and inform WWT management.</p>	<p>11/01/15</p> <p>11/01/15</p> <p>As reqd.</p> <p>ASAP</p> <p>07/01/15</p> <p>March 2015</p> <p>Feb 2015</p>
4	<p>Funding for Observatory Dome/Mount replacement, etc.</p> <p>Endowment Fund - Community Foundation. Another School was visited by MT & HH. Feedback form completed.</p> <p>Other Fundraising Streams It was mentioned that BIFFA fundraising application process was to be started ASAP in 2015.</p>	<p>RM to send feedback form to Community Foundation for visited school(s). KK provide reqd. SAS accounts. RA to lead on BIFFA funding application.</p>	<p>ASAP</p> <p>ASAP.</p>
5	<p>SAS Project - Shed HH/DB - reported problems with a leak in the shed roof. HH given authority to source/purchase materials for roof the repair.</p>	<p>HH//DB/JL the progress shed build/maintenance.</p>	<p>As Reqd.</p>
6	<p>SAS Project - 18.5 " Dob Telescope HH/DB awaiting primary mirror completion to make adjustment to primary mirror housing. Graham reported he is still working on the figuring of mirror.</p>	<p>Graham Darke to make the necessary adjustments for primary mirror when time available</p>	<p>As Reqd.</p>

Any Other Business

MT suggested creating "Members Area" on website. For a number of reasons 1). Meeting Minutes. JL commented that SAS may need to check the Charity commission w.r.t., restricting access to minutes to members only. **Action: MT to find out if there are any waivers/conditions from Charity Commission.**

MT suggested Extra site keys are required in order to provide better access/share responsibility, etc. However, there were a few conditions:

- Issuing of keys comes with extra responsibility (i.e. key-holders may be asked to open and close Observatory & WWT).
- Key holders to observe site security when opening/closing site.
- Keys will be issued to committee members only.

Keys issued will be cut & issued to MT, CD, RG, OL, (**Action: JG to organise the key set cutting**).

MT suggested Keys to Dark Sky Site (Derwent - Millshields Car Park). Millshields Key was issued to CD.

MT nominated OL to be elected to the Committee, this was seconded by Committee.

MT enquired about Secretary assistance for Secretary duties. MK to discuss with JG and any others after meeting.

OL - Suggestions - 1). Laser Collimator, 2). May have some equipment/tools for Telescope/observatory maintenance. **Action : HH to speak to OL.** 3). Astro Fact Sheet for outreach events. It was commented that Trev Johnson has created something for events in the past and suggested to contact Trev in order to print current and/or create new fact-sheets.

PM - SAS leaflets Running low, would make enquiries about the possibility of getting more printed offm but original had old information. MK commented that he had a electronic version and would forward to PM.

KK gave summary of SAS accounts total. KK commented due to his laptop computer hard disk drive (hdd) failure/corruption the SAS accounts were unrecoverable and no backups had been taken!. Therefore, current and previous SAS accounts (i.e. required for BIFFA) would have to be re-entered. **Action: KK to re-enter required SAS accounts asap.** It was suggested that regular backups should be taken of accounts in future, either on the external HDD or on a USB memory stick.

RG Suggestions - 1). suggested about the possible fundraising opportunities for a astronomy shop which could be placed on the webpage of website and/or at events/meet-ups. 2). Durham Astronomical Society (DAS) are planning an Moon/Jupiter watch event at Rainton Meadows on the 23/02/15 (7-9pm), all SAS are welcome to attend/participate, see SAS Events Calendar for further details. 3). Possibilities for an Astro related Quiz night as a possible Fundrasier. 4). Possibilities of opening Cygnus Observatory on Sunday Evenings. HH & RG willing to volunteer.

HH - 1). The Leak in shed roof, See earlier notes.2). Sunday Evenings - open Cygnus Observatory. Committee agreed provided appropriate no. of volunteers (at the moment, HH & RG).

Date & Time of next Committee Meeting: 11th January 2015, 6:00 pm at WWT(Cafe).