

Sunderland Astronomical Society

Date: 14th June 2015.
Time: 6:00 pm.
Location: WWT.

Attendees: Michael Tweedy (MT), Martin Kennedy (MK), Karen Hutchinson (KH), David Bedham (DB), Chris Duffy (CD), Harry Herron (HH), John Lynch (JL), Jacqui Gray (JG), Ken Kirvan (KK), Owen Lowery (OL).

Apologies: Paul Meade (PM), Natalie Lowes (NL), Sophie Jenkins (SJ), Roy Alexander (RA), Peter Stokel (PS).

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 to get receipt off Gill for SAS rent.
- Equipment Hire Record & SAS Loan Equipment Audit to be scheduled for September. Equipment Audit would involve members returning loaned equipment which would then be inspected & repaired (if required). Loan equipment mechanisms were discussed.
- MT commented that there was a requirement for a quick and dirty "Outreach Monitoring Form". Would be useful when filling in the endowment feedback forms for example how many SAS members attended, how many kids attended the event, etc.
- HH gave progress update given on the design and manufacture of the parts for the portable pier.
- HH/DB/GD – report on any Dob telescope/mirror progress updates.
- HH/DB – report on any shed repair updates.
- Setup "JustGiving" & PayPal payment mechanisms for fundraising purposes.

Item No.	Description	Deadline Date
	Minutes of Previous Meeting Minutes from previous committee meeting were accepted.	
1	Open Action Review All actions outlined above are still ongoing.	
2	Visits & Events For events this/next month, see SAS Website Events Calendar /SAS Facebook group page for details. No SAS events were discussed for June. Summer External Visit for SAS members - Edinburgh Observatory PM to be the lead/POC for the Edinburgh Observatory. £4 per member. Travel arrangements- Car-share suggested(& share costs). PM to determined date for the visit.	
3	Shed roof repair MT wish to say a big thank you to HH & the repair-team (various SAS members) on behalf of the committee and the society for their efforts in the roof repairs. Some further roof work are still required. HH to purchase corner brackets for roof.	
4	Portable Disabled Access Pier The pier design has now been agreed and we have all parts. When the pier is not being used to purchase sundial, which has been donated by Trev Jonson. Which the committee wanted to thank and recognise Trev for this generous donation. Maintenance painting of the pier was discussed. HH to take lead on the pier painting. MT suggested taking photographs of the peers construction and setup which can be utilised for SAS website, etc.	
5	Fundraising for Observatory dome, etc. MK reported that he had been in contact with the community foundation funding manager (John Goodwin) and outlined our SAS projects fundraising aspirations. Andy suggested due to the nature of their funds available, it was best to provide separate funding applications (unless they were	

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	<p>closely linked), that could be more easily mapped to their funding streams. Also, the community foundation expected a certain amount of fundraising commitment from SAS in order to increase the successfulness of the funding application.</p> <p>MT suggested keeping funds in reserve 1 year rent + required insurances. MK reported that Graham had accessed the Just giving Account and there was over £200 left from the previous fundraising bike ride. KK gave a total of SAS funds available in SAS accounts.</p> <p>A named plack was going to be produced for the pier to advertise the company that donated the materials for the portable pier.</p> <p>HH had been in contact with Gary Hunter in order to get any point of contact for Spinal Injuries Unit, and possibly disabled societies in order to utilise organisations to utilise the pier. CD suggested a number of organisations do have celebrities w.r.t. opening of the pier. To be done in new season.</p> <p>MT/KK suggested to wait until the new season in order to assess possible future of fundraising subcommittee. Decisions to be made in new season. However, the fundraising applications would go ahead regardless. MT commented if subcommittee did not get off the ground then fundraising would be taken on board by the committee until the new season</p> <p>MT commented that intending to set or a PayPal and JustGiving payment mechanism for our Facebook group page and SAS website.</p> <p>MT outlined some of the quotes for the new observatory dome, and down-selected dome manufacturer. Ingress Penetration (IP) Rating(s) (i.e. waterproof ratings) for the observatory dome were queried. HH enquire if the dome manufacturers provided it.</p> <p>HH outlined possible access issues regarding the delivery of the dome (as the dome is delivered in one piece. KK suggested that we need to consult WWT management in order to give them a heads up on any possible any possible transport (on-site) and unloading issues w.r.t. dome.</p> <p>Kielder style astro event for 20 to 30 people that was run professionally and charged accordingly, would be planned for the next season.</p> <p>MT commented meeting with Claire Packzko (professional fundraiser) & SAS (MT, PM. OL, MK, HH) on Friday 15th May and provided some useful ideas & pointers.</p>	
6	<p>Astrophotography Competition 17th May 2015 MT commented that the standard of entry seating getting better each year. All seemed to go smoothly and obtain digital images form Winners and runners -up. The possibilities of an annual calendar were discussed, however there was some queries regarding how cost-effective the calendar w.r.t. time & effort required. JL commented that his wife may have a possible printer for the calendar. JL to investigate. It was also discussed that a certain amount of lead-time would be required in order to produce and print calendars. MT suggested at some stage in the new season that a shop would be required to sell SAS merchandise on website (e.g. calendars, key rings, T-shirts, Battenberg cake, specific astro events, etc). This discussions commenced regarding possible suppliers and their costs. If anyone wanted to make enquiries and the decision be made in the new season.</p>	
7	<p>Fundraising Bike Ride 9th August 2015 Same route & times as last year. From our dark sky site to the Cygnus Observatory via country lanes and the C2C route.</p>	

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	Fundraising bike ride posters & details have been uploaded on the website. MT suggested starting the chatter regarding the bike ride a bit more on the Facebook website in order to generate more interest and uptake. PM to take lead on the fundraising Bike Ride. MT & committee suggested to start some practice sessions asap.	
8	Google Drive Account for SAS Business KH will send specifics to the relevant people regarding Google Drive for non-profit organisations. Tiered access levels can be created for various users.	

Any Other Business

MT commented about the sad passing of resident member Gordon Percival, and suggested sending a card of sending our thoughts & condolences to the family. Also if there was anyone free/time available to attend the service at the Sunderland Crematorium/Reception(Wavendon pub), it would be nice to show some SAS presence at the reception which is to be held at the Wavendon pub from 2:30 pm. An appropriate notice would be posted on our SAS Facebook webpage to inform members as well as a SMS text alert to members.

MT commented about the SAS goals that were outlined at the previous meeting. KH suggested to make the goals time limited. For example short-term goals medium-term goals long-term goals for specific time periods.

MT enquired if there was anyone that could devise a DVD for new club members. MK offered DVD production services in new season. Discussions commenced regarding DVD contents.

MT suggested a PA system similar to the one Karen loaned SAS for Stargazing Live events, would be allocated to our fundraising project. Queries arose if the PA system could satisfy Frank field fundraising outreach grant. MT suggested possibly asking community foundation if this was a possibility or not.

Regarding any possible videos, RG could provide video camera.

KH suggested possibilities of organising the trip to Iceland (*not the shop:-*) in order to see the Northern lights, etc. Quotes received, three night trip leaving from Edinburgh (for example last weekend in March 2016, date TBC) open to any members, flight and accommodation £349. KH commented that there is already 6 definite. If KH could get 10 or more people there could be a possibility of 10 to 20% off the price. KH to arrange a date and provide details which will be posted on the SAS website.

Date for the SAS Starbeque was confirmed as September 12th 2015.

Date & Time of next Committee Meeting: 12th July 2015, 6:00 pm at WWT(Cafe).