

Sunderland Astronomical Society

Date: 8th February 2015.

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), Jacqui Gray (JG), Richard Graham (RG), Sophie Jenkins (SJ)

Apologies: Roy Alexander (RA), Karen Hutchinson (KH), 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/KK to get receipt off Gill for SAS rent.
- Jupiter Nights - wash-up meeting between WWT & SAS postponed until 23/02/15.
- Stargazing Live actions TBD at next meeting.
- HH/DB/GD – report on any Dob telescope build updates.
- HH/DB – report on any shed rapier updates..
- Graham Darke to provide the necessary adjustments for primary mirror coating for telescope project.

	Description	Deadline Date
	Minutes of Previous Meeting Minutes from previous committee meeting were accepted.	
1	Open Action Review All actions outlined above were still ongoing.	
2	<p>Visits & Events For events this/next month, see SAS Website Events Calendar/SAS Facebook group page for details.</p> <p>Graham Darke and others have been invited to attend Big Science Event at Bede College 11/02/15 from 4:30pm.</p> <p>Graham & others doing event in Northumberland school on the Thursday 12th Feb from 6:30pm.</p> <p>Kielder Forest Spring Star Camp 18th - 23rd Feb 2015.</p> <p>MT commented The Vibe magazine, has requested interest in doing a feature. This was agreed by committee.</p> <p>MT commented that Northumbria Tourist Authority have invited SAS to event at St Mary's Lighthouse on the 19/03/15. Possibly 6:00/6:30pm, TBC. Observing only, no organisation required. MT to send out a text alert to members nearer the time. Providing cover provided for Thursday night at Cygnus Observatory opening. Actually on lighthouse. Actually at lighthouse, dump gear and drive back across caseway, etc, etc.</p> <p>They also asked about a monthly talk. MT passed this over to Dave Newton as possibility.</p> <p>Stargazing Live 20th/21st March 2015. MT requested if there was interest in observing the morning of the partial solar eclipse. questions asked if sun was visible and a key-holder / committee member would need to be present. Send out a text message to SAS members as badges required.</p> <p>Some changes were suggested for SGL poster.</p>	<p>As reqd.</p> <p>11/02/15</p> <p>12/02/15</p>

SAS Committee - Meeting Minutes

	Description	Deadline Date
	<p>MT contacted Paul Mooney to thank him for publicising for publicising the Jupiter nights Events. MT would contact Paul Mooney for SGL event.</p> <p>MT commented that when we have the wash-up meeting (23/02/15) with WWT we can iron out comments/observations from Jupiter Nights events.</p> <p>MT commented that there was a request for a PA system/Mic for the talkers at events. JL commented that WW T hat had a possible PA system. MK to check.</p>	
3	<p>Funding for Observatory, STEM, DBS, etc.</p> <p>Endowment Fund - Community Foundation. MT commented re-hashed feedback forms and sent to Sonia (Community Foundation POC/ Funding Manager). Was advised that the funding only covers the Tyne & Wear area only. S</p> <p>MT commented gave a talk to STEM ambassadors and was going for STEM ambassador status. DBS (CRB) checks were discussed for outreach school visits. If asked by Teachers at outreach events, SAS to state " <i>SAS Child Protection Policy states that SAS members should not be left alone with minors at any stage</i>", so this puts onus back on teachers to supervise. So DBS was not needed to visit schools. In order to get DBS check under STEM one lecture a year would be required. JL commented that not everybody would be comfortable doing this.</p>	
4	<p>SAS Website MT requested it could create bits of the website membership area on the SAS website. MK commented that this was doable and would report more details at the next meeting. Use WPMUDEV Membership plug-in (Fairly comprehensive). IA/MK to investigate Membership area possibilities/ and report on details. Possible SAS global login password issued to SAS members and updated on a regular basis or individual password issued to SAS members, TBD.</p>	08/03/15
5	<p>Equipment Hire Record MT that has been loaned out that an update on the equipment hire record is required. Update MT suggested as part of the loan agreement that we want to reserve the right to do and annually do equipment audit and equipment to ensure that equipment is still in working order and would be required to be returned in order to do the audit. Update current spreadsheet accordingly.</p>	
6	<p>Outreach monitoring form MT commented that the was a requirement for a quick and dirty one thing 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.</p>	
7	<p>Fundraising Sub-Committee MT suggested setting up a fundraising subcommittee which would report to the committee. MT asked volunteers from SAS membership (RA, PM, MK, and Kris Dawson(new member) volunteered).</p>	
8	<p>Purchase of items MT suggested Graham Darke suggested purchasing Graham Darke's 28 mm lens for Observatory. Committee agreed to purchase</p>	

Any Other Business

Key Rings - MK to send link to CD in order to purchase on eBay.

Flyers - MT to approach printer's in order to get the court for generic flyers.

Flashlights (to be red adapted) have been purchased to help with fundraising.

HH suggested if further observing areas we use for stargazing live event, extra sets of lights will be required.

PM commented that it had been a request from Facebook member about the possibilities of purchasing videos monthly SAS lectures. Whereas this may not be suitable unless sufficient level of production can be achieved. However videotaping of lectures could be utilised in the membership area of the website and could be another benefit of SAS

SAS Committee - Meeting Minutes

membership. Permissions would be required beforehand and logistics regarding video recording would need to be discussed & sorted out. Generally, thought good idea. RG offered the bring camcorder down.

PM has been contacted by "Stevenson Memorial primary school" do a talk week after the stargazing live events (possibly 25th/26th of March). However, this was a talk would to the whole school possibly 400+ pupils and parents. So possibly a Jupiter Nights event at the school. Possibly night-time after school. Provisionally agreed. Times/Logistics TBD. PM to enquire about possible attendance numbers and a donation.

HH suggested about the possibility of making a portable peer that could be fitted into patio outside the Observatory for better disabled access. MT suggested that we bring up with WW T management.

HH mentioned about the possibility of doing a scale model/representation of the solar system. could be a good poor weather. This would be located to the south west side of wetland centre. MT agreed to bring this up at the wash-up meeting on the 23/02/15. However, this should be dependent upon getting the appropriate speaker/volunteers.

JL suggested that a rota of key holders should be produced in order to share the opening and dosing of the Observatory on Thursday nights. After some discussion, PM agreed to organise/produce rota for key-holders.

Date & Time of next Committee Meeting: 8th March 2015, 6:00 pm at WWT(Cafe).