

Sunderland Astronomical Society

Date: 11th January 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), Karen Hutchinson (KH), Jacqui Gray (JG), Richard Graham (RG), Sophie Jenkins (SJ), Peter Stokel (PS).

Apologies: Roy Alexander (RA), Owen Lowery (OL).

Note: Meeting primarily discussed the logistics for the Jupiter Nights events. Open actions discussed next meeting.

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 event actions (section 2.below).
- HH/DB/GD – report on any Dob telescope build updates.
- HH/DB – shed Roof Repair - Cover purchased, awaiting suitable weather spell to fix.
- Graham Darke - has been making progress w.r.t. for primary mirror coating for telescope project.

	Description, Action	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 PM went through events & visits from events diary for the this & next month. See SAS Website Events Calendar/SAS Facebook group page for details.</p> <p>Graham Darke (GD) has been asked & he has agreed to do the Bright Sparks talk of the 31/01/15.</p> <p>Jupiter Nights 23rd/24th Jan 2015. MT & MK had meeting with WWT Joanne Newbury (JN) and Leanne McCormella (LM) to discuss logistics for event and had agreed the observing locations on site. Site map to be created shortly & will be displayed at a reception and down the corridors leading on to the site.</p> <p>Actions from meeting as follows: Start/End Times: 6: 30 pm - ~10:00+ pm Set-up time(s) from 4:30 pm - 5:30 pm</p> <p>Observing Areas</p> <ul style="list-style-type: none"> • Observing Area 1 - Veranda. (3 to 4 telescopes). • Observing Area 2 (next to Observatory) - 2 telescopes. • Observing Area 3 - Covered area (near Cygnus) 2/ 3 telescopes. • Observing Area 4 - Gazebo (4/5/ telescopes). • Observing Area 5 - Play Area Entrance (2/3/ telescopes). • Observing Area 6 - (next the shed) (3 Telescopes). • Observing Area 7 - Off main path near Area 6 (3/4/ telescopes). • Shed/ (1 telescope with a cable to Barn to show. <p>Action (MT/CD/MK)-- create and observing list for the specified observing areas, printouts and also</p>	<p>As reqd.</p> <p>31/01/15</p> <p>All actions required before 23/01/15</p>

SAS Committee - Meeting Minutes

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<p>send to LM & SAS.</p> <p>Query: If we get over 20+ telescopes (and if it's good weather, there is a very good chance of that) at event, are these areas above going to be sufficient for expanded capacity?</p> <p>Talks Astro talks set up for the Fri 23rd & Sat 24th January. Talk Times 7:00, 7:45, 8:30 pm.</p> <ul style="list-style-type: none"> • 23rd - Talk 1: "Intro to Astronomy/Stargazing" - Dave Newton; • 23rd - Talk 2: "Astronomy From the Suburbs" - Graham Darke. • 23rd - Talk 3: "Your First Telescope", Dr Jurgen Schmoll • 24th - Talk 1: "Intro to Astronomy/Stargazing" - Dave Newton; • 24th - Talk 2: "Astronomy From the Suburbs" - Graham Darke . • 24th - Talk 3: "Your First Telescope", Dr Jurgen Schmoll. <p>Action MK - Organise & book speakers. Action (MT) - To ask SAS for spare chairs (approx. 20 chairs) for discovery room. Pete Stokel may be? Action (MT) - Set up speaker for Barn (Natalie, Jupiter Talk may be (if she can get cover in Craft Area). Action (MT) - Ask other possible speakers for Contingency talk, i.e. ("Astronomy - Ask Panel of Experts") For e.g. Ian, Stephen, Graham, etc</p> <p>Site Access Action (MK) - To produce site plan and distribute to attendees. Action (JN) - Make trolley(s) available for astronomers requiring unloading/pack-up. Action (Harry Herron) - to sort out LED lights for site.. Action (MK) to Ask Gary Collin about use of purchased LED lights. Action (MT/ Ken Kirvan) - Ask Grovers to setup as early as possible from 4:30 pm</p> <p>Barn Action (JN) - to provide table and projector (if required)for possible talk in Barn. Action (John Lynch/MT/MK) - to setup Live-link from shed scope to the barn.</p> <p>Craft Area NL & JG to run/manage Craft Area.</p> <p>Radio Astronomy Joe Gordon (NAS) to be run Meteor Detection at Cafe-Veranda Exit area.</p> <p>Reception & Door KK & SJ on reception and door. KK to tally count public.</p> <p>Crowd control WWT will manage the crowd control, with some help from SAS members.</p> <p>Carl Parks WWT staff demand car parks. Small car park to be used predominantly for Astro kit drop-off/pack up, disabled parking, access for emergency vehicles.</p> <p>Invitations, Media and Advertising Action(MT, DN) - Speak to Dave Newton regarding contacting Hanna Bayman and Paul Mooney with regards to advertising event. Action (DN) to ask if Graham could do the TV interview with BBC Look North's Paul Mooney. Action (PM) - organise interview with Newcastle radio.</p>	

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	<p>Action (LM) - Contact Sun FM, Newcastle Journal POCs, Ross at ITV with regards to article/advertising event, post on social media events advertisers on WWT social media sites. Action (MK) - to send invite out to various AS POCs, send invite out to SAS membership. Action(MK) - design flyer. Action (PM)- Post Events on Facebook & Twitter / social media sites. Action (PM) organise articles in local papers. Action (MK) attach related images. words, Flyer for LM. Action (LM) to send appropriate WWT logo (descent resolution) for Flyer to MK. MK to add new logo and re-distribute. Action (MK) send invitation & pass event Flyer to Nissan POC (Gary Collin) w.r.t. possibilities distributing across Nissan site. SAS Committee - Help in Flyer distribution in local community/locations/etc.</p> <p>Contingency plans Areas restricted to veranda and cover area next to Cygnus Observatory. More talks will be put on in the discovery room.</p>	

Any Other Business

Raffle - MT to organise SAS volunteer to run raffle and organise raffle prizes

Competition- David Ettie volunteered to create competitions for kids & adults. Prizes to be organised.

PM to provide transport for Jurgen Schmolli.

MT/JN to get lights turned off in main car park.

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