



Minutes of the Committee Meeting

Tuesday May 11th, 2021, 7:30 pm

Zoom Online

Attendance: Andy Dearn, David Davies, Doug Thompson, Ian Johnson, Maggie O'Moore, Penny Reeves, Ray McMurray, Simon Shore, Jon Watkins

Apologies for absence

None

1. Minutes of the meeting of April 7th 2021

1.1. Acceptance of the minutes

1.1.1. David had corrected one typo in the draft minutes, and we accepted them at V2.

1.2. Actions

1.2.1. Simon hasn't found anyone else to take on the role of a SIG leader; he has another member to speak to and is thinking of setting up a Nature SIG during the summer.

Action continues.

1.2.2. Action completed. The Open Competition prizes have been sent out.

1.2.3. Action continues. David has yet to take the prints Penny, but we recognised that this was not an urgent action.

1.2.4. Action completed. This topic will be discussed as part of the agenda.

1.2.5. We had a brief discussion on the software status of the club laptop and agreed it needs to be checked. **Action continues.**

1.2.6. Action completed. The question of future committee members is a topic on the agenda.

1.2.7. Action completed. The topic of running Zoom meetings is a topic on the agenda.

1.2.8. Action completed. Simon has tried to contact Ray Kimberly but has had no reply.

2. Correspondence – Doug/Andy

2.1. There was no new correspondence.

3. Exhibition Update - Jon

3.1. Exhibition

3.1.1. Jon gave an update on the exhibition. He reported that our website traffic increased by order of magnitude with nearly 7500 pages viewed. We must view this increase in traffic as a great success.

Disappointingly, only 51 viewers voted for their favourite photograph. Maybe people

didn't realise that they were expected to vote. Perhaps we need to look at the voting mechanism to encourage more people to vote.

We discussed how long we should leave the exhibition live on the website. Maggie said she could contact the Cambridge Independent newspaper and invite them to view the exhibition images and choose some images for future publication in the newspaper.

We decided to leave the exhibition up until, at least, the end of the club season. Unfortunately, we won't be able to monitor traffic to the exhibition pages separately from general website traffic.

3.1.2. Maggie asked if we would need model release forms for anyone featured in an image that might be published, for example, in the newspaper. After discussion, Maggie said she would supply information on using the RPS model release form. It would then be up to the individual photographer/member to get the required permission from the model. Maggie will organise this. **Action, Maggie.**

3.1.3. Simon said that we now have a template for future online exhibitions that the club can use. The committee joined Simon in an enormous Thank You to Jon for a huge amount of work in putting together a very successful online exhibition for the club.

4. Internal Competitions – Ian

- 4.1. Ian reported that the monochrome competition went well and congratulated Rose and Ray as group winners.
- 4.2. Ian noted that Maggie and Ray have also done well in the Cambridge Camera Club exhibition.
- 4.3. We are now all set for the panel competition on Thursday. Some members have submitted two panels, and the judge will decide whether he will judge one set or two.
- 4.4. Maggie asked about confirmatory emails after submitting competition entries. She did not get a confirmatory email after sending in her second entry. Andy confirmed that this was correct; only one email is sent if the entries are sent in consecutively. If, however, there is a gap of, say, 24 hours between sending entries, then a second confirmatory email is sent.
- 4.5. Ian noted that the closing date for the pairs competition is May 19th, and that he has yet to receive an entry.

5. External Competitions – Penny

- 5.1. Penny reported that we did well in the Brotherhood Cup, coming halfway up the table in a competition with many very proficient clubs taking part and a judge who marked harshly.
- 5.2. The Ely Photographic Club has written asking for a friendly competition of less experienced photographers for February or March next year. We thought that this was a good idea and would require 25 images from our Improvers Group. We agreed that this would be a change from choosing our 'best of the best' as is usual for our external competitions. Penny will reply and organise the dates. **Action, Penny.**
- 5.3. Penny reported that she had put a question on our Facebook page asking if members wanted to go back to print competitions next season. Thus far, she has had a mixed response.

6. Programme Update – Ray

6.1. Physical meetings next season

Ray reported that he has spoken with the Village College concerning restarting physical meetings in the autumn. It is difficult to determine what a physical meeting would look like in September; it depends on the government advice at the time. At the moment, it looks as if we will need to run hybrid meetings, that is, a physical meeting which we will also stream using Zoom. This approach will require us to have access to the College broadband and will require us to test the technology with the club laptop in the College beforehand.

Simon said that he would speak to Mike Swain to start to get the technology side working. They could start at a house to get it working and then transfer to College at an arranged time. Simon said that he would take this forward.

Ian said that he would need one laptop for the Pairs Competition, then that laptop will be free until September. We have three laptops, and we will need to get the Zoom technology working on two. Simon will collect the ones currently at the College and start with those. We would be able to do this after the AGM and the Image of Year competition. **Action, Simon.**

Simon noted that the College would have its COVID safety checks. Perhaps SCC should have its approach to COVID, too, with checks, safety advice and insurance. Simon asked if Maggie and Penny could help to set this up? Both agreed to help. **Action, Simon, Penny and Maggie.**

Summing up, Simon noted that we might have to consider wiping down surfaces and chairs but thought that surface contact was now considered low risk, as was holding a meeting outside. Everybody should have had two vaccinations by September, which would further reduce risks. He reminded us that June is the date for all restrictions to end, depending on the current trials. We will wait until June for a decision. We will plan to go to physical meetings in September but recognise that some people will not be comfortable with that, so we will stream the meetings.

The committee agreed that they would be happy to attend a physical meeting at the College in September, giving some assurance of an audience for a live speaker. We might have an issue with too many people wanting to attend live meetings, thus breaching the college COVID regulations. We recognised that we might have to bring our own teacups, and there would still be risks in sharing milk, for example.

6.2. Annual dinner

We discussed the annual dinner we usually have at the end of the season. Maggie reminded us that the golf club where we planned to have our annual dinner, whilst big enough to hold the anticipated numbers, is the wrong shape to meet our needs for a projector and screen that everyone could see. The club at Bourn, where we met in the past, is completing a total rebuild and will probably be a very nice venue to meet from next year. We decided not to hold a dinner at a venue this year. Simon said he could offer a BBQ in July to enable members to meet after restrictions are planned to end.

6.3. AGM and Image of the Year

We currently plan to have our AGM and Image of Year competition on the same night, June 3rd. We agreed that this was too much to do in one night, and we would push the Image of the Year competition to June 10th. We could then have an informal, relaxed meeting, invite people to comment on their images and have a more chatty evening.

We thought to restrict the Image of the Year competition to those gaining 20 marks, only. We would ask Bamber winners to choose which of their images should go forward as a single image. Ian wondered if restricting images to those gaining 20 points would give too few images for the evening. Including those images that gained 19 points would give more images. Ian will look at the numbers of images and recommend images scoring 19s and 20s or only 20s to take part. **Action, Ian.**

Ray said he would be away on the evening of June 10th, and Anthony Clarke will look after the Zoom arrangements on the night.

7. Finance – Simon

- 7.1. Simon said that there was nothing in particular to report and that the club was running a large surplus.
- 7.2. Simon asked the committee for their opinions on whether they would make a bigger reduction in fees for next year or keep a reduced fee for successive years. The current plan is to reduce fees from £63 to £50. We asked how old the laptop is and whether we should keep a contingency if we needed to replace it. After a brief discussion, we agreed to hold next year's fees at £50 and keep a contingency in the account in case of need.
- 7.3. We agreed that we would ask the golf club to return the £100 down payment we made when we had booked our annual dinner. Maggie will ask if they can refund our £100 deposit. Simon will send Maggie the SCC bank details to enable the transfer. **Action, Maggie & Simon.**

8. Website and Facebook – Andy/ Maggie

- 8.1.** There was nothing to report regarding our Facebook page.

We have recently paid our website subscription.

9. Technology Issues

There was nothing to report.

10. AGM

- 10.1. Set subjects for next season**

Simon will email the membership for suggestions for set subject topics for next season. **Action, Simon.**

- 10.2. Committee Members for next season**

Simon began by asking the committee, except for Ray, that they were comfortable doing what they were doing for the committee. Each committee member agreed that

they were comfortable doing what they were doing and were happy to continue next season.

Our most pressing concerns were:

Finding a new Programme Secretary to take over from Ray;

Taking some of the load off Simon by finding a Vice President to assist him;

Finding someone to take over the treasury from Simon.

We had a long discussion on who we thought we could approach to assist by taking on roles in the committee.

We concluded by agreeing that Ray would send out another email asking for someone to take over his role. **Action, Ray.**

Simon will talk to the people who we thought might be able to help on the committee. **Action, Simon.**

David Davies agreed to take the Vice President role.

We would form a Zoom technical support group with David Davies, Andy Dearn and Anthony Clarke.

10.3. **Account Auditors**

Mike Culnane and Anthony Clarke have agreed to audit the accounts.

10.4. **Reclassifications**

We discussed and agreed on who should move from the Improvers Group to the Experience Group.

We noted that some people who might be candidates to move up do not want to do so. Such a request is not unusual and has also happened in previous years when people do not feel ready to move.

We had a brief discussion on whether anyone would want to move from the Experienced Group to the Improvers. We agreed that we would need to speak to anyone we thought might want to do this before doing so.

10.5. **Motion: Marking of Panel and Bamber Competitions**

We discussed the motion to put before the AGM that the Print Panel and Bamber competitions should attract 40 points each, rather than 20. There is also a counterproposal that the marking should remain as it is.

We noted that Anita has written to the committee with points to put to the membership.

Simon asked the committee if we had a collective opinion. A majority of the committee said that the committee should not offer a collective view. We should offer it a free vote at the AGM.

If the AGM vote is a tie, then the current status quo will prevail.

11. AOB

11.1. Missing Trophies

Maggie has heard back from several people holding past trophies, but some still need to respond. David probably has records of the email addresses of past members and could try to contact someone. Maggie will send a list of the names of past winners missing trophies to David, and David will try to contact them. **Action, Maggie and David.**

Simon has checked if there are any trophies in the cupboard at the Village College and none were apparent. Maggie will resend an email to the membership asking who has them. **Action, Maggie.**

11.2. Winners of the Adult Open Competition

The winner of the adult Open Competition have been offered free membership for next year. Jon will make up a voucher of free membership to send them and before next season begins. **Action, Jon.**

Jon will send the details of these people to David, who will add their email addresses to the Google Groups list. **Action, Jon and David.**

11.3. Model Release Forms

Maggie has a model release form (from the Royal Photographic Society) that can be put on the website for members to use if they wish to. **Action, Maggie and Andy.**

Simon asks if we have any advice for people taking pictures in a public place; for example, private security guards can be very difficult to deal with. We agreed that any useful tips could be put in the programme.

11.4. Officers Reports for the AGM

Simon reminded the committee that reports for the AGM should be sent to David before the AGM. **Action, committee members reporting at the AGM.**

12. Date of Next meeting

Tuesday, June 1st, 2021.

13. Summary of Actions

- 13.1. Continue to speak to prospective leaders of SIGs, Simon.
- 13.2. Check the laptop for Windows updates and the status of anti-virus software, Ian.
- 13.3. Organise a method for seeking permission from people featured in images that could be published in the press, Maggie.
- 13.4. Organise the date of a friendly competition with Ely, Penny. Action, Penny.
- 13.5. Start work to set up the club laptops to stream a live meeting, Simon.
- 13.6. Consider how the club could set up COVID procedures and checks, Simon, Penny and Maggie.
- 13.7. Determine whether the Image of the Year competition should be of 19 and 20 point images of just 20 points, Ian.
- 13.8. Ask the golf club to refund our £100 deposit, Maggie.
- 13.9. Email the membership for suggestions for set subject topics, Simon.
- 13.10. Continue to seek a replacement for Programme Secretary, Ray.
- 13.11. Continue to seek people who might help on the committee, Simon.
- 13.12. Send a list of winning members names who had the trophies and the names of those who did not have the trophies to Simon. Maggie.
- 13.13. Check if there are any trophies in the cupboard at the Village College, Simon.
- 13.14. Make up a voucher of free membership and send it to the winners of the Open Competition, Jon.
- 13.15. Add the email addresses of the Open Competition winners to the Google Groups list, Jon and David.
- 13.16. Put the RPS model release form on the website, Maggie and Andy.
- 13.17. Send David reports for the AGM, reporting committee members.

David Davies, May 2021