



# Scottish Local History Forum

Scottish Charity Number: SCO 15850

## MINUTES OF ANNUAL GENERAL MEETING

A K Bell Library, Perth

7th OCTOBER - 2016

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### Present

John Irvine (Hon Chair)  
Jan Bateman (Hon Secretary)  
Eric Graham (Hon Treasurer)  
Don Martin (Hon Vice Chair & Publications Board Chair)  
Diana Webster (Trustee: Events)  
Douglas Lockhart (Trustee: Journal Sales)  
Finlay McKichan (Trustee)  
Anthony Cooke (Trustee)  
Graeme Cruickshank (Trustee)  
Bill Sadler (Trustee)  
John Anderson  
Paul Bishop  
Sybil Cavanagh  
Donald Cowell  
Bill Inglis  
James Kennedy  
Niall Logan  
Iain McIntosh  
Bill Morrison  
Carol Primrose  
Marjorie Ross  
Robin Sharp  
Peter Smith  
Gill Smith  
Eddie Stewart

### Apologies

Chris Whatley (Hon President)  
Graham Clark (Trustee)  
Linda Clark (AC Member)  
Thomas Davidson  
Eileen MacAskill

## **Minutes of Last Meeting**

The minutes of the last meeting (copies available on the website and on request at the AGM) were:

Proposed: Finlay McKichan

Seconded: Iain McIntosh.

## **Annual Report – John Irvine (Hon Chair)**

John began by extending thanks to all the Trustees but particularly Diana Webster who has so brilliantly organized the annual conference and other events for the last 10 years. Graham Clark will be taking over as events secretary and will be organizing next year's conference, "Fairs, Fetes & Festivals", which will be held again in Perth on 27<sup>th</sup> October, 2017. In addition to the 2015 conference in Clydebank on Water Transport, there were two smaller successful regional Walk and Talk events: one in Edinburgh, in collaboration with the Scottish Printing Archival Trust and the other in Inverness. Plans are already being made for a similar "walk and talks" in Dumfries and Glasgow/ Milngavie in the Spring 2017. A bouquet was presented to Diana with thanks from all members and Trustees.

Particular thanks were also given to Don Martin and the Editorial Committee, for their splendid and considerable efforts in continuing the Forum's Journal in its current format which has been complimented by so many of our members. In 2015/16 we have issued journals in the Spring and Autumn with another to follow later this year.

Diana Webster is also editor of the e-newsletter *Clish-Clash* which provides timely information on local history events and publications. It is produced approximately every 2 months and is sent to all members who have provided us with an email address and can also be downloaded by anyone from our website.

Douglas Lockhart's work in attending history fayres and fayres of sister organisations to promote the Forum and sell back-issues of the Forum (as well as fulfilling the orders we receive online and from retail outlets) has been key. We continue to be heartened by the take-up by the various select organisations (such as National Library of Scotland, National Galleries of Scotland etc) with whom we have retail arrangements.

Our redeveloped website continues to provide an excellent public face of the Forum and has enabled members and non-members alike to register (and pay for) attendance at our events, purchase back issues of the Journal, and pay for membership online. Member societies can promote themselves more widely by submitting a profile and also advertise their own events free of charge. We encourage them to do so. We have expanded our service to member societies by allowing them to promote and sell their publications on our website. We now have 28 books and a CD for sale as well as our own Journal back issues.

Our focus for the coming year will be to try to expand membership. We ask all members to encourage friends and family who may have an interest in local history to join, or consider purchasing for them a gift membership online, in time for Christmas!

## **Accounts for the Year 2015-2016 – Eric Graham (Hon Treasurer)**

Copies of the accounts were available to those present and are available online on the Forum's website. There was a small surplus (albeit less than last year) which further contributes to the reserves. The Forum's policy is to have sufficient funds to produce 2 issues of the journal plus hold an Emergency AGM. The revenue for the year was slightly lower than last year at £14,176 (£14,638 for 2014/5) but expenditure was higher (£13,252 compared with £11,917 last year). However this was in part due to the late presentation of invoices that referred to services from last year (artificially increasing this year's expenditure and decreasing that from last year). However it is now the case that subscriptions no longer cover the cost of publications. In previous years the shortfall has been made up by advertising, but we have not been able to secure much in the past year or so. In addition, the initial rush of back-issue orders which occurred when they were first available online has passed. The cost of journal production has risen steadily, due in part to the significant increase in postage. The Trustees need to consider other ways of increasing revenue and/or reducing costs in the medium term without compromising the quality of the journal. There was some suggestions from the floor of reducing postage by offering distribution of the journal by email to members who wished it and discussion of the tolerances for subscription rates, allowing for the fact that any change of subscription rates tends to cause issues for members with standing orders. It was thought that a £30 membership fee would be acceptable if it should prove necessary. Eric re-iterated the need to increase membership and encouraged those present to promote the Forum to friends and family with an interested in local history. However, the financial year (31<sup>st</sup> July) ended with comfortable reserves of £11,767 (compared with £10,843 last year and £8,122 the year before) and so no immediate action need be taken. Acceptance of the accounts were proposed by Carol Primrose, seconded by Paul Bishop and unanimously agreed by those present.

## **Subscriptions for 2017 – 2018**

It was proposed by the Hon Treasurer, Eric Graham and unanimously agreed by those present that the annual subscription fee stay the same for the current year. Fees for the year 2017/2018 will remain as follows:

Individual member: £23  
Organisational member: £29  
Organisational member (2 copies): £37  
Student member: £13  
Overseas member: £43.

## **Election of Officers and Trustees**

The following were unanimously re-elected as officers and Trustees of the Scottish Local History Forum:

John Irvine (Hon Chair)  
Eric Graham (Hon Treasurer)  
Jan Bateman (Hon Secretary)  
Don Martin (Hon Vice Chair)  
Graham Clark (Events Secretary)  
Finlay McKichan (Trustee)

Diana Webster (Trustee)  
Douglas Lockhart (Trustee)  
Anthony Cooke (Trustee)  
Graeme Cruickshank (Trustee)  
Bill Sadler (Trustee).

There is one Trustee vacancy.

The members of the Advisory Committee do not need to stand for re-election until they have completed 3 years service. The current members of the Advisory Committee are:

Linda Clark (2013)  
Helena Koumbouzis (2013)  
Alan Provan (2013)  
Graham Roberts (2014)  
David Smith (2014)  
Jennifer Giles (2015).

Seamus (James) Coleman stood down as AC member during the year but intends to remain an active member of the Forum. The Trustees extended their thanks to Seamus.

### **Appointment of External Examiner**

The External Examiner for the accounts 2015-2016 was Mark Gallagher, EQ Accountants, CA. Eric Graham (Hon Treasurer) proposed that Mark Gallagher was again appointed as External Examiner for the year 2016-2017. It was agreed unanimously by those present.

### **Any Other Business**

The date for the next AGM will be 27<sup>th</sup> October 2017. There being no other business raised, the AGM was declared closed by the Chair, John Irvine.