

BRITISH CACTUS & SUCCULENT SOCIETY

Minutes of the Board of Trustees Meeting, held on Saturday 7th August 2010 at 11.00 a.m.
at the Holiday Inn, Milton Keynes, Bucks.

<u>Present:</u>	Mr John Arnold (JA)	Chairman
	Mr David Kirkbright (DK)	Treasurer
	Mr Eddy Harris (EH)	Secretary
	Mr Tony Morris (TM)	Membership Secretary
	Mr Roy Mottram (RM)	CactusWorld Editor
	Dr Colin Walker (CW)	Bradleya Editor
	Dr Tony Mace (AM)	Publications & Internet Officer
	Mr Barry Tibbetts (BT)	Shows Committee Representative
	Mrs Suzanne Mace (SM)	Committee
	Dr Roland Tebbenham (RT)	Committee
	Mr Bill Hildyard (BH)	Committee/Forum Moderator

AGREED VERSION

Prior to starting the meeting Mr Arnold said that he hoped Mrs Mace was recovering well from her recent accident, was glad to see her here today and wished her a speedy recovery.

10/34 APOLOGIES FOR ABSENCE

Mrs Alice Vanden Bon, Dr Alasdair Glen and Mr David Quail.

10/35 MINUTES OF THE B.O.T. MEETINGS HELD ON 15TH MAY 2010

These were formally ratified and signed after correcting 3 minor errors (minute 10/26/1 should read 'Dr & Mrs Mace', slight alterations to the wording of 10/27/3(a) and NEXT MEETING (last page) should be '7th not 5th August 2010').

10/36 MATTERS ARISING FROM THE MINUTES

10/5/2 Society Archives – Following the review, Mr Harris had identified certain books and scientific papers which he had passed either to Mr Burke for the library or Mr Mottram for possible inclusion in the e-library. Of the magazines, certain of these had been passed to Mr Rowley to add to his library whilst the remainder had been auctioned at the Convention and had made some £400 for the Conservation/Research funds. Mr Harris was currently compiling on disc what Society minutes he could find into electronic pdf files, including a complete set of Society (N.C.S.S.) F&GPC and AGM/EC minutes.

10/32 Society Elections – No nominations had been received to date for the posts of Chairman and Vice-Chairman but one nomination for President had been received. Cut off date for receipt of nominations was 10th October 2010. **Post meeting update:** nominations had now also been received for the posts of Chairman and Vice-Chairman.

10/37 ELECTRONIC DECISION MAKING

There had been some e-mail discussion about marketing a Society calendar using the material from the Photo Competition but no decision had been reached. At this meeting it was decided not to pursue this as a previous attempt to market a calendar had made a big financial loss. It might, however, be possible to market sets of pictures from future competitions.

10/38 COMMUNICATIONS

1. Next April's A.G.M. – Mr Harris had contacted all 83 branch secretaries either by post (with a postage paid return envelope) or email to establish if they were willing to attend a special meeting of Secretaries or their representatives on the morning of the AGM. Only 18 replies had been received stating 3 would attend and the remainder would or could not, so it was agreed the meeting would not take place.
2. Deceased Member – It had been learned that John Sewell of Warrington branch had died and that his relatives had 'binned' his extensive collection. Mr Harris had also received notification of a collection on Anglesey of an elderly owner who wished to dispose of it. Details would be passed to Mr Hildyard to investigate.
3. Awards – No applications received since the last meeting. Mr Arnold was still looking at the list of long-term branch officials who might be eligible; a long process.

10/39 REPORTS OF OFFICERS

1. **Vice-Chairman:**
 - a) Dr Glen reported that Warrington branch would be applying for closure at the October General Meeting and that, although some of the few branch members attended Southport branch meetings, a merger was not being considered. John Carr had been invited to continue as Zone 3 rep., but after due consideration had declined, but would continue his help in the events planned within the zone. Dr Glen was willing to help find a replacement. There were also vacancies in Zones 5 & 8.
 - b) The Society was again represented at the RHS Gardeners World and Tatton Park Shows.
 - c) He said that having spent a lot of effort trying to arrange a meeting between a Mexican Client of the Conservation Committee and the Conservation Committee, he also felt the latter would benefit from some invigoration.
 - d) He said that the Speaker's List was at last going on circulation to other Societies/Groups. There had also been discussion as to whether non-members should be included on our list and the opinion was for this to happen, but it was felt that it should be pointed out that if high fees were charged, this would put off most of our branches. It was also said that the Speaker's List should be updated annually and also appear on our web site. Albert Pritchard's slide collection had been collected and was currently with Dr & Mrs Mace.

- e) There had been some concern expressed by David Neville to the comment in the last minutes that the Bournemouth branch might be reformed and its effect on the Southampton branch membership. Dr Glen had reassured him that this was not a statement of fact and that full consultations would be part of the process, if it were to be considered.

2. **Membership Secretary:**

Mr Morris reported that since May 2010 he had enrolled 45 new members, comprising 36 Full, 8 Senior and 1 Associate, 11 of whom had also subscribed to Bradleya. Of these, 9 were from overseas and he had also reinstated 8 former members. This made a total of 160 new members since 1st October with 32 reinstatements, compared with 205 for the same period last year. He said that he would soon reach a membership number of 50,000 and asked if this should be commemorated in CactusWorld, but it was agreed that as the numbering system had undergone many changes in the past this would not be a true figure so no significance could be attached to it. He had also asked Derek Tribble for details of the Photographic Competition first place winners so that he could arrange their free membership for next year.

3. **Treasurer:**

- a) **Membership** – Mr Kirkbright reported that membership to date for this year compared with the same period last year was: Full 1763 (-135), Senior 883 (+4), Junior 9 (-2), which with the 94 Full members who renewed as Senior and 31 of last year's Senior renewing as Full, gave a final figure of 2646 Full/Senior members (-131) and a Journal taking total of 2655 (-133), with a year end predicted reduction of 137. Associate membership was 252 (-6) whilst Bradleya renewals to date were 563 (-35) which was slightly better than the membership shortfall.
- b) **Books** – The advance royalties had now been paid to the authors, which had affected cash flow. *Echeveria* book sales now needed £3,400 (110 copies) to break even, which had been helped by the restart of Chuck Everson's book selling business. Due to a misunderstanding, there had been a shortfall of 200 copies in the print run of the *Stapeliad* book which had increased the unit cost but sales were going well. Gross takings were currently £12,000, including John Pilbeam's author's copies and breakeven point was anticipated within 12 months.
- c) **Subscription Rates** – He did not propose any increases in these for 2011.

4. **Shows Committee:**

Mr Tibbetts reported that the Judges Course now had 43 attendees, 8 more than last year. Details of the course had been finalised and details were given. The 2012 National Show was formally booked and arrangements were in progress. It had been suggested that as we had use of the Annexe again, we build on our contacts with Anne Swithinbank/Gardener's Question Time and invite them to hold such an event in conjunction with the show. Revised versions of the Society Show Cards had been decided and these were now to be produced. These would be cheaper to produce due to a minimal decrease in the card size.

5. **Conservation Committee:**

- a) Dr Maddams reported said that a project for the preservation of *Dendrocereus nudiflorus* in Cuba submitted by Luis R.G. Gonzales had been approved (cost £1,350). Its habitat was threatened by the tourist industry and it was proposed to take and propagate cuttings in two ex-situ collections with a view to reintroducing it in selected parts of Havana Province.
- b) Contact was still to be made with Gerhard Schwarz/Martin Scott about a project concerning *Haworthia magnifica 'splendens'*.
- c) A proposal is awaited from Graham Charles concerning a new form of *Matucana oreodoxa* in a habitat some 159km south of its normal habitat, which threatened by *Eucalyptus* planting.
- d) **Ex-Situ Conservation** – following on from the article in the March journal, branches and Zone Reps were to be made aware, via a letter to be sent out to them, of the importance and means of dealing with preserving/disposing of the collections of deceased members, etc. of which they became aware.

6. **Research Committee:**

Mr Hill reported that no new projects, nor reports on completed projects, had been received and as part of a pro-active move, approaches had been made to various people on behalf of both the Research and the Conservation Committees asking that they publicise to their colleagues the funds available for projects. This had resulted in feedback that 4 possible project applications were being prepared.

7. **Advertising/Journal Production Officer:**

- a) **Advertising** – Mr Quail reported that the 3rd quarter advertising income was £395 (£517 last year) but that no further series of 4 advertisers had been lost. However, there had been no response to the advert for an Advertising Assistant in the last journal.
- b) **Journal Production** – He said Castle Colour had produced the June journal without problems apart from the cover colour being excessively green. This had been traced to the laminating process used and was still under investigation. Preparation of the September journal, which Mrs Vanden Bon was undertaking, was well advanced, with no delays anticipated, despite a series of seemingly inevitable 'last minute' matters. Steven Penfield and Stephen Morris had both asked to be temporarily relieved from the layout process, meaning that most of the work has devolved on Mrs Vanden Bon, Joel Robinson and himself. Due to the small number of articles requiring layout work, the workload had been reduced, but he was in discussion with another possible new team member. Charlesworth was to produce the September journal but was not being very pro-active in resolving the delivery issues they had had with the March journal and this might need escalating to their higher management.
- c) **Lithops Book** – Layout work was now almost complete, although it had proved to involve a lot more work and it was said at this meeting that the book was in the final proof-reading stages before publication. He intended to produce the book flyer and order form for issue with the September journal.

- d) Disposal of Plant Collections – He had produced a set of comprehensive notes about this and passed these to the Conservation Committee, which should prove very useful.
8. **Bradleya Editor:**
Dr Walker reported that Bradleya 28 was published on July 20th which was just too late to be available for the Convention. In view of adverse comments on the pro–other succulent content of Bradleya 28 he was attempting to address this for Bradleya 29 by contacting a few cactus experts for contributions. He gave a current list of possible contributions for the next issue and beyond. Mr Harris said that he had written to Len Newton expressing our best wishes for his recovery and had received a reply together with a small book which he had passed on to Mr Burke for the Society Library.
9. **Journal Editor:**
a) Mr Mottram reported that the rate of new article submission had now improved considerably and that he had sufficient material to fill the September, December and most of the March issues. He said that the September one was on schedule despite the Branch News arriving late and no Forum Report being submitted yet. He gave a list of articles in hand, their current status and planned publication dates.
b) He gave the current status of the e-library, having added many items to it, including pdf's of all CactusWorld's articles back to 2005 and wished to do the same with those of Bradleya, if available. He would also enquire if editors of other journals had pdfs of their publications but was not too hopeful. The e–library now comprised 16.2Gb of data, a copy of which had been passed to Peter Arthurs for backup security, and was concentrating on items unique to the B.C.S.S. He expected to maintain close links with the Rowley Trust, as once this was eventually activated, our relationship with it would need to be discussed. He had provided 8 copies of material which had been supplied to 3 people to date, producing a modest income of £26.
10. **Publications/Internet Officer:**
a) Internet – Dr Mace said that updating of the website was progressing; thanks to the efforts of Mr Hildyard (see minute 10/27/11 below).
b) Publications – Dr Mace reported that much activity had taken place since the last meeting. More racking had been added to the Publication Store, for which he wished to record his thanks to Peter Bent for all his assistance. Stocks of the *Stapeliad* book had been received and in general book sales were brisk. He was now using the mail consolidation service for all overseas orders at a similar or lower cost than Royal Mail. Stocks of Bradleya 28 had arrived on the first day of the Convention, whilst they were not at home, but had now been put in the store and sales at the Convention of all other publications had been higher than expected. He had sent out offers of the *Stapeliad* book and other titles to their regular dealers but a number were still to place orders.
11. **Forum/Website:**
Mr Hildyard reported that the new look Forum and website was now up and running with only minor ‘glitches’ occurring, thanks to help received from other members. Most of these had been resolved and comments from users had been favourable. Other improvements were suggested at this meeting. He also gave a few facts and figures on its usage. There were still some ‘tidying up’ to do and he listed these areas. He said that the Facebook Page had 141 fans, only 40 of whom were British, and Joyce Garfield, its administrator, was coping admirably with keeping this current.
12. **Update on the Society Future Projects:**
Dr Tebbenham reported on progress to date. The advert. in the June journal asking for volunteers to help promote the Society had produced two responses but these were yet to make further contact. Producing digital versions of slide talks was progressing well and the new scanner/laptop was almost calibrated ready to be used. The Ethiopian slide set had been bleached by projection and plans were in place to get the slides and commentary updated. Various volunteers were either involved in scanning sets, producing commentaries or setting up the digital programmes. He also gave a current list of the progress of the planned projects: of the seven critical/higher priority ones, most had been started, three of which were progressing well (see also minute 10/44), whilst of the seven medium/lower priority ones, four were being progressed. It was also felt that the current structure of Zones and their reps., their function and organisation, needed urgent re–examination and that branches and the reps should be involved in the process. An initial ‘thought-starter’ document would be prepared outlining what was felt needed to be changed, including possible changes in Zone rep. functions, this to then be reviewed before being distributed to branches and Zone reps for their thoughts/input (DK/RT).
- 10/40 **SOCIETY CONVENTION**
Discussion of its success/problems would be left until our December meeting to enable the organising team to carry out a post-mortem on the event, etc. However, it was generally thought to have been a success and thanks were given to the organising committee for their hard work, with special thanks to Graham Charles, Tony and Margaret Morris and Alan Brown.
- 10/41 **LEICESTER BOTANIC GARDENS**
Following the visit to these as part of the recent Convention, it was asked if we could perhaps donate a sum of money to improve the Arid House. In the discussion that followed, Mr Morris said that one of the Leicester branch members worked in the gardens and the Arid House in particular, but that any monies donated would be used for the gardens as a whole. He felt that it was not necessary at this time and it was said by others that if monies were given, this would set a precedent for other such collections, and where would it stop, apart from any implications where such collections were run on a commercial basis. It was therefore agreed not to take any further action. It was suggested that advice also be sought from the Birmingham and Highlands & Islands branches who currently look after similar collections

- 10/42 **OCTOBER GENERAL MEETING**
Mr Harris would not be present but would make all the usual arrangements for the meeting prior to it taking place. Mr Kirkbright would take the items needed on the day (gavel, table covering and delegate's badges). It was suggested that we have similar attractions at the meeting to last year's event.
- 10/43 **PROPOSED RULES CHANGES FOR THE APRIL A.G.M.**
Following the rule changes passed at the last A.G.M., further changes were proposed which tidied up the current rules and moved the October elections to the April meeting. There was also provision to discontinue the October meeting if the members wished this to happen. The proposals were discussed and agreed and a formal copy would be sent to Mr Harris, duly proposed and seconded, for publication in the December journal (**EH**). One point raised during the discussion was the outstanding CVs for Chairman and Vice-Chairman. It was said that these were in progress but needed to be in similar format to those of other Main Officers (**JA/AG**).
- 10/44 **BRANCH PROMOTIONAL CD**
Dr Glen had been reviewing the proposed content but had not yet been able to offer any comments. It was said that we needed to progress this as soon as possible and, as all Trustees had already seen a copy of what had been submitted, a menu list was distributed to all Trustees by Dr Tebbenham and it was agreed that they would review this and prioritise what they felt should be included. These were to be returned by the end of August to Dr Tebbenham, who would coordinate the results, these to be then reviewed at the next meeting (**RT**).
- 10/45 **MARKETING OF ALOE/LITHOPS BOOKS**
1. **Aloe Book** – Kew Publications had yet to provide a satisfactory flyer and order form for inclusion in the journal and had reduced B.C.S.S. member's discount from 30% to 25%). Dr Walker said that all the authors were unhappy with the title selected by Kew Publications (*Aloes* The complete Monograph) and suggested alternatives were 'Handbook' or 'Guide'. It was agreed that all Society orders would be handled via the Kew Publications system, but resolution was needed as to what would happen if one of our U.S. member ordered the book via our order form and sent it to Kew. Would the order be honoured? John Harris was currently on vacation but would be contacted on his return next week to resolve these and other issues (**RM/DK**).
 2. **Lithops Book** (see also minute 10/39/7d) – This would be available sometime in the next three months, but it was not felt this timing would affect the *Aloe* book sales. It was agreed that there was sufficient support for a print run of 1000 copies.
- 10/46 **2011 DATES FOR THE BOARD OF TRUSTEES MEETINGS**
After some discussion and in view of the increasing use of email to discuss items, it was agreed that only three meetings would be held during the year, the agreed dates for these to be 5th February, 25th June and 12th November 2011. These have been confirmed with the hotel.
- 10/47 **ANY OTHER BUSINESS**
1. **Hampshire/Dunn Memorial Lecture** – two speakers were suggested to undertake this and subject to availability (to be checked), one would be invited to give the lecture (**RM/SM**).
 2. **Society Posters** – The current stock of A4 and A3 posters were now written off so it was agreed that the A3 ones could be disposed of/scrapped.
 3. **Charity Commissioners** – Mr Arnold said that he had updated our annual report to them.

There being no other business the meeting closed at 4.22pm.

NEXT MEETING: 4th December 2010 at the Holiday Inn, London Road, Newport Pagnell, MK16 0JA (just off junction 14 of M1). It would start at 11a.m. and light refreshments would be served at 1p.m.