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REFERENCE BT24A-3009

Final

MINUTES OF MEETING BT24A OF THE BOARD OF TRUSTEES OF THE RAILWAY CORRESPONDENCE & TRAVEL SOCIETY

Held via Zoom

on Friday 30th September 2022 @ 19.00

TRUSTEES PRESENT AT THE MEETING

ACM	Callum MacLeod	Chairman
DBB	David Bird	Deputy Chairman
MSR	Mike Robinson	*RO* Managing Editor
DPG	David Goddard	Membership Secretary
JM	James Milne	Strategy Group Leader
MS	Matthew Shaw	Digital Officer
AD	Andy Davies	Archivist
ILR	Irene Rabbitts	Branch Liaison Officer
JR	John Redgate	Trustee
ARW	Reg Wood	Treasurer
RLM	Rich Morris	Secretary

Others present

PJC	Paul Chancellor	Minute Taker

3009.01 Chairmans Opening Remarks

The chairman welcomed everyone to the meeting that commenced at 19.05. He outlined the reasons for holding an additional meeting, primarily that a key trustee was not present at BT24 to discuss the photo archive digitisation project. He thanked JM for the preparation of a comprehensive proposal document, this being doc 10a.

The minutes of meeting BT24 (not yet approved) included AP8 which required the further discussion on the removal of the digital officer's primary duties from the Commercial group. MS proposed that this be discussed at BT25 following the submission on proposals for Educational governance and this was agreed. **AP1 ACM**

3009.02 Apologies for Absence

None

3009.03 Photographic archive digitisation

Papers by JM and MSR(2) had been submitted for discussion -docs 3a, 3b and 10a

REDACTED

REDACTED

An extensive discussion ensued in which the following points and concerns were raised:-

All of the authors of the report confirmed that they agreed with the basic proposals put forward in doc 10a, although there were some reservations about the practicalities of certain items.
If an individual was to be paid for doing scanning work, then they should be contracted rather than employed. Some were not in favour of any payment although to date no suitable volunteer had come forward.
Management of and accountability for the project were seen to be key issues.
The use of volunteers for digitisation would be unlikely to reduce the backlog of items requiring scanning. Conversely it was felt that a professional doing the scanning would process more images than the volunteer processing chain could deal with on image-manipulation and caption-writing.
Varying views were expressed on scan everything/pre-sort collections.
ARW advised that the current society surplus of funds had accrued in 'steam days' and that the Society was no longer getting a substantial annual contribution to additional funds.
Proposals were made to ask members to contribute donations against match funding from the Society, rather than the Society putting up all of the 'year one' investment.
Additional funds might be raised by producing books showcasing the various collections.
The project needed to be justifiable to the membership and their buy-in was essential.
If funds were to be raised externally for future years, then that work should start immediately, but the Society's financial commitment to the project would need to be demonstrated.
Regardless of a commitment to the full project an investment of c £4000 would be needed for equipment if any scanning was to be undertaken in the future.

As all of the Trustees were committed to the principle of a photo archive, it was agreed that all members would be sent a letter with their renewal notice requesting donations towards the project and that these would be ring fenced and refundable (if requested) in the event that there was not sufficient support from the members.
Letter to be prepared, and agreed at least by ACM, but other trustees if available.
AP2 JM/MSR
Include as a PDF with e-mail and as hard copy with postal renewals. **AP3 DPG**
ACM will prepare short non-committal note for 'Talking Points' in the November *RO* advising members to expect a request for funds for the project, while a more detailed explanation will be prepared for the December RO following completion of AP2 above. **AP 4 ACM/MSR**

3009.04 AOB
ILR advised that she was still awaiting AVR details from two trustees. ARW confirmed that his list was as submitted for 2022. Proposals for the Editorial team to be sent urgently to DPG.
AP5 MSR

ACM advised that, following the change to the Society Rules at the last AGM, he had nominated eight Trustees for AVR – but ILR and JR indicated that they did not want this for themselves. ACM, RLM and DBB are Life Members and also do not require AVR. **AP6 DG**

PJC questioned an action point from BT24 concerning membership rates offered for new joiners from outside the UK. A suggested amendment appeared to imply that the item also applied to UK rates for new members. JR clarified that only non-UK rates were involved.

JM advise that Tim Bellenger, the Society's new Social Media officer, had opened a Twitter account which already had 100 followers.

MSR advised that the delayed October *RO* should be available to go on the website on 1st October.

The meeting closed at 21.05

Documents Attached

3a Response to Document 10a from BT24
3b MSR Digitisation Proposal dated March 2022
10a JM Digitisation proposal originally issued for BT24

Action Points

AP1 Discussion on Terms of Reference for Commercial group postponed to BT 25 **ACM**

AP2 Prepare/agree donation request letter **JM/MSR**

AP3 Include donation request letter with membership renewals **DPG**

AP4 Include donation note in November RO **MSR**

AP5 Send AVR list to DG ASAP **MSR**

AP6 Include AVR for six Trustees (AD, ARW, DPG, JM, MS and MSR) **DPG**