

BRANCH LIAISON SECRETARY

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Officers' Newsletter 177

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RCTS Publications Sales

Branches can now become sellers of RCTS publications in their own right.

Branches can now buy RCTS book stocks from the RCTS central store and can store and sell those publications on their own terms meaning that they effectively become a direct book seller instead of selling them on behalf of the Society.

The process works as follows:

- 1 All existing book stock held by any branch is carefully listed and purchased by that branch at 50% of the existing sale price which is not necessarily the cover price. If there is any doubt about the price this will be clarified before any agreement is reached;
- 2 The book stock will belong to the branch to use as they wish which means that each branch can then sell its existing stock at a price of its own choosing. Books should be stored carefully in dry conditions and away from excessive heat. Branches have always had a responsibility to look after Society publications and it should be noted that once branches have purchased books under this new scheme then the branch is the sole owner of the books and is solely responsible for keeping them in good condition. Damaged books will NOT be replaced free of charge from central stocks although branches may choose to sell them at a discounted price;
- 3 Any new titles would also be available to the branch at a 50% trade discount. The ONLY CONDITION is that the branch holds the selling price for the first year of each new book at the cover price except, of course, sales to members who would qualify for a member's discount;
- 4 Any subsequent requests for books to replenish stocks are purchased from central stock at the same 50% discount whether 5 books or 50 are bought. The same condition would apply to the sales of new titles as in 3 above, ie the price must be held at the cover price for the first year except for sales to Society members who qualify for a member's discount;
- 5 After the first year of sales of a new title, the branch can sell at whatever price it chooses.

Please note that branches can continue with the option of holding books for sale on behalf of the Society where 85% of the sales price goes to central funds with the remaining 15% going to the branch.

However, a number of branches have already signed up to the new option and gone ahead buying Society books under this scheme. If other branches would like to consider this idea please contact David Bird on publications@rcts.org.uk or telephone 07748 590556 for more information and to discuss it further.

The information contained in this newsletter is for use of RCTS Officers and Members only and should not be communicated outside of the Society

A Few Short Notes

AVR – Active Volunteer Recognition

Some branches have sent in their nominations for AVR already and it is really pleasing to see a good mix of branch officers and branch volunteers – the unsung heroes with no official position but who volunteer tirelessly for the good of their branches alongside their dedicated branch committee members. If your branch has not yet completed and returned their AVR form, please do not forget to do so before the submission deadline of 13 September 2019 for inclusion in this year's renewals process.

If your branch decides not to make a nomination under the AVR scheme this is not a problem, but a short email to let me know would be helpful and avoid a personal reminder to the branch as we near the deadline for nominations.

Promoting the Society and membership at exhibitions and meetings

Encouraging engagement at exhibitions by promoting membership of the Society, selling Society publications, highlighting *The Railway Observer* or inviting people to meetings are all important activities.

Branch meetings also provide a good opportunity to promote all aspects of the Society and a social opportunity as well - not only by having interesting and knowledgeable speakers but the chance to talk, listen, ask questions and learn, and to share our enthusiasm for all things railway.

Asset Register

The Asset Register is kept up to date as a rolling register of digital equipment held by the branches so this is a quick reminder to any branch that has recently bought new equipment such as a digital projector, laptop, PA system or similar to let me know as soon as possible. Details should include exactly what has been purchased, the model number, cost, date of purchase, and any other useful information. I will formally be requesting an update later in the year from all branches but the job of maintaining the list for insurance purposes each year is much easier if the information is provided as soon as new equipment is bought.

Officers' Handbook

This is nearly ready for publication as the updates have largely been completed now with only a few brief items outstanding and some final proof-reading required. As soon as it is ready the new version will be uploaded onto the website and a newsletter will be circulated advising when this has been done so "watch this space".

I hope you find some useful information in this newsletter and if you have any queries please ask.

Kind regards

Irene