



**THE ROYAL PHOTOGRAPHIC SOCIETY
AUDIO VISUAL SPECIAL INTEREST GROUP**

**ANNUAL GENERAL MEETING
MINUTES**

11th November 2024 - Zoom Conference Platform

1. Welcome by the Chairman.

Ian Bateman commenced the meeting at 20:00 hours and welcomed everyone to the meeting.

2. Present & Apologies.

Present (As shown on Zoom screen).

Ian Bateman, Alastair Taylor, Keith Watson, Sheila Haycox, Martin Addison, Edgar Gibbs, Mike Pill, Malcolm Imhoff, Adrian Battersby, Andrew N Gagg, Sidmouth Photographic Club (Ian Hosker), Lilian Webb, Brian Harvey, Robert Albright, The Gees (Malcolm Gee, Jenny Gee), Vic Hainsworth, Richard Brown, Roy Appleby.

Apologies.

Keith Watson stated that he had not received any apologies.

3. Minutes from AGM 2023.

Ian read through the 2023 Minutes.

Jenny Gee requested an correction within item 5.5 where the group which was mentioned is not a photographic club.

The Minutes were accepted. Proposed by Edgar Gibbs. Seconded by Lilian Webb.

4. Matters Arising.

There were no Matters Arising.

5. Officers Reports.

Ian Bateman explained that access to reports are available on the website.

5.1 Chairman Report.

Ian Bateman gave his report (*see appendix a.*)

Ian gave thanks to the Committee members for their work throughout the past year.

Robert Albright asked Ian if he could clarify the mistaken identity of Dobson and Henry has, or is in the process of being corrected. Ian shared his screen showing the appropriate web page concerned. Robert identified the incorrect name to the portrait.

Sheila Haycox (web manager) said she would correct the mistake.

5.2 Treasurers Report.

Alastair Taylor commenced his report and reminded everyone that the financial reports are on the AV group website. *See appendix b. (report) and appendix c. (financial Statement).*

Alastair reported on some of the other alterations and tidying up going on within the RPS and the impact they will have on the AG SIG along with other groups and particularly with RPS regions.

There is about £400,000 of dead money in bank accounts which is doing nothing and not earning interest, which Alastair acknowledged is a problem but also an emotive subject.

The AV Group currently has three bank accounts which soon will be merged into one account.

Alastair shared his screen which showed the accounts spreadsheet and pointed out key details, including the vast outgoings incurred by AV News.

Due to alterations on direct debit handling at RPS, Alastair had to contact some AV News subscribers in order to collect monies which had not been carried out by RPS House. Alastair reported that he had aired his frustration to Nikki at RPS that he had not been given prior notification of changes to direct debit collections.

Alastair was asked if he was aware that VAT payments could be reclaimed. It was replied that RPS House accounts do that for us.

The accounts were accepted. Proposed by Martin Addison. Seconded by Jenny Gee.

5.3 Secretary Report.

Keith Watson reported that the role of secretary is mainly arranging meetings and taking Minutes. He continued to say that he was pleased to have been part of the NAVC 2024 organising team again this year (*see appendix d.*)

5.4 AV News Report.

Alastair Taylor stated that he has nearly finalised his last AV News issue as Editor. He offered Ian Hosker his full support as he takes over the Editorship.

Ian Bateman thanked Alastair on behalf of the 165 RPS AV Group members plus the 66 AV News subscribers for his eight years and 27 issues which he has edited.

This was greeted with a round of applause.

5.5 AV News e xtra Report.

Martin Addison reported that he has edited four issues of e xtra over the past year with contents aimed at AV events. *See appendix e.*

5.6 Website Managers Report.

Sheila Haycox explained that her report was on the website (*see appendix f.*) and that she keeps the site up-to-date as often as needed.

5.7 National Audio Visual Championship Report.

Alastair Taylor said he was delighted with NAVC this year.

The PAGB Patronage allowed for more medals.

The inclusion of some other SIGs added more awards than previous NAVC events.

The organising team which Alastair Chaired was Malcolm Imhoff, Mike Pill, Adrian Battersby and Keith Watson ran a "tight ship" and the event was promoted well.

There attendance was good with 56 people on both the Saturday and Sunday.

The event ended financially in the black to about £600

Alastair thanked the organising team for their efforts. Particular thanks were given to Malcolm Imhoff for his work in receiving the entries and producing the menus, which all ran perfectly with a good mix of contents.

Sheila pointed out that the raffle over the weekend raised over £200 which was donated to MacMillan Cancer Support charity.

Alastair reported the high quality of entries.

Alastair said that having Ron Davies at the age of 92 who attended NAVC 2024 was "magic" and to surprise Ron with a tribute.

Roy Appleby joined the meeting at this point and apologised to everyone for arriving late.

6. Election of Officers.

Ian Bateman explained because the committee are all happy to continue with their roles, apart from AV News Editor, that everyone could be voted back en-bloc.

Ian asked for a vote for the current committee to continue for the next twelve-months. The vote was carried by a show of hands.

A nomination for Ian Hosker has been received to take the roll of AV News Editor. The nomination was accepted by a show of hands.

Nobody nominated themselves for Vice Chair. Ian accepted Edgar Gibbs to act as Vice Chairman albeit not formally.

7. To Consider Any Other Proposals.

Keith Watson (Secretary) had not received any proposals.

8. Any Other Business.

Richard Brown asked the Chairman regarding the futures of the Peter Coles Competition and the Great Northern Competition. Ian Bateman responded that he had made contact with Jill and John to find out underlying information and a round-the-table discussion with the AV Group Committee to take place. Ian added that there was also the International Audio Visual Championship 2025 which needs an organising team too.

ACTION: AV Group Committee.

Robert Albright asked the Secretary for AGM next year that a reminder email with Zoom link attached could be sent out. Ian Bateman said the link was on the Agenda and Sheila Haycox had sent out a broadcast. Malcolm Imhoff acknowledged he had received a link.

Robert did not see the broadcast.

Alastair Taylor holds the membership contact details and suggested a review on how information is sent to AV Group members.

ACTION: AV Group Committee.

Edgar Gibbs wondered if it would prove helpful that on the AGM Agenda for next year a summary of MEMCOM meetings.

ACTION: Keith Watson & Alastair Taylor.

Alastair Taylor felt the attendance of the AV Group AGM was slipping and that it should be recalibrated and technically the meeting should be a lot earlier in the year.

ACTION: Committee.

Vic Hainsworth said he knew Tony Truman and worked alongside him of AV festivals for 25-years and explained when he passed away he left his estate to the RPS. Vic felt it is shame what is

happening to the theatre, which is on sale for £2.2 million. He asks what will happen to the theatre and the equipment within it.

Ian Bateman fully agreed with Vic's statement and presumes the theatre will be sold along with the rest of the building.

Edgar Gibbs, Edgar Gibbs, in a not committee member, has written to the Chief Executive regarding this. To date, Edgar has not received a response.

Alastair Taylor added that as a Committee we had wrote to the President and Chief Executive expressing our views and sadness on the situation and received back a corporate response.

Vic Hainsworth commented it was sad that not many RPS distinction are taking place and is disappointing that the RPS do not offer distinctions in AV as AV.

Ian Bateman explained that along with Edgar Gibbs had a meeting with Andy Moore at RPS about 18-months ago and proposed how future AV distinctions could work. Andy Moore later decided that there would be no standalone AV distinction discussions for 2-years.

Lilian Webb thanked the Committee for everything they do for AV.

9. **Meeting Closure.**

Ian Bateman thanked everyone for attending the AGM and closed the meeting at 21:02

Appendix a.

Chairman's Report for the 2024 AGM 11 November 2024 Ian Bateman FRPS MPAGB AV-EFIAP APAGB

It's difficult to believe that another year has sped past – especially as this AGM is slightly later than the one in 2023!

I'm very pleased to report that in the last twelve months we have awarded no less than five Dobson Henry Awards. At the Great Northern AV Festival in November 2023, Keith Scott, Tony Collinson and Bryan Stubbs were each presented the award for their work over many years running the Great Northern AV Days. This year, at the National AV Competition in Leeds Trinity University at the end of September, two further Dobson Henry awards were made – one to Alastair Taylor for his sterling work as AV News Editor and AV Group Treasurer, and one to Sheila Haycox for both helping to run AV events over many years, and for running the AV Group section of the RPS website. All of these awards are richly deserved.

It's been good to see the steady return of live events, albeit with lower attendance numbers than the pre-Covid levels. The NAVC was a case in point, with the higher audience numbers, along with 'local' judges, enabling the competition to reverse the previous trend of running at a loss.

Next month will see the final issue of AV News as a regular printed magazine, and with Alastair stepping down as editor the magazine will be re-launched as an on-line journal under the new editorship of Ian Hosker. This will enable it to adopt a fresh new approach, with multimedia links and content. I'm very much looking forward to the first issue! The intention is to also produce a printed 'annual' at the year end, with a hard copy digest of the year's content. Although this move has been driven by a need to reduce costs, the result will hopefully be a dynamic new platform that will have many advantages over the old format.

The Committee have done a sterling job over the last twelve months in keeping the AV Group running, and I should like to record my thanks to each of them for the work that they have done:

Alastair Taylor – Alastair has had two roles, Treasurer for not just the Group but also the National and International competitions, and Editor of AV News. Alastair also chaired the National AV Championships in 2022 and 2024.

Edgar Gibbs – Edgar has stood in as de facto Vice-Chair, and provides a wealth of experience to the committee. Edgar stood down as Director of the International AV Festival last year, and discussions are in place to determine the future of this event along with other key competitions in the AV calendar.

Sheila Haycox – Sheila has done an excellent job in maintaining the AV Group section of the RPS website, keeping it up-to-date with regular and timely updates. Sheila also manages the various contact lists that are required to issue broadcasts and newsletters, and is an invaluable resource.

Andrew Gagg – Andrew has continued to bring a professional eye to our graphic design, designing logos, letterheads and Zoom backgrounds to ensure that the AV Group's public face is both appealing and in-line with RPS policies.

Martin Addison – Martin is the editor of our electronic newsletter, AV News e-Extra. This has continued to be a useful fill-in between the AV News issues, providing timely information about forthcoming AV events and the results of recent competitions.

Keith Watson – Keith has done a sterling job as Secretary, keeping the rest of us on our toes for the various reports and agenda items needed for the Group committee meetings as well as creating all of the publicity for the NAVC.

Malcolm Imhoff – Malcolm joined the committee at the last AGM, and has taken on a key role in the running of the NAVC.

Mike Pill – Mike also joined the committee at the last AGM, and has been a valuable resource for various events.

Adrian Battersby – since re-entering the AV world in recent years, Adrian has been an enthusiastic source of new ideas and proposals, helping the committee take a fresh look at our hobby.

All of the committee have also been involved with a project – “Soundscapes” – with the Landscape Group, and it is hoped that the result will be beneficial to both groups. This is an on-going project and we will report back in future issues of AV News.

Ian Bateman FRPS Chair of RPS AV Group

Appendix b.

Introduction

RPS Audio Visual Group

Treasurers Report – AGM 2024 AV Group Treasurer – Alastair Taylor

Please find the final balance sheet for the three accounts owned by the RPS AV Group. This report will provide background commentary for these accounts. The accounts follow a January 1st to December 31st basis (which is RPS procedure). This means that it does not show income for the year which might have been received at the end of the previous year or the start of the next.

On all three accounts, a loss is being reported. The committee should consider the following.

As it stands, the RPS AV Group business model is not sustainable. Although there are reserves, these are now being reduced significantly. Whilst acknowledging that the Covid pandemic has had a severe impact on how we operate, there are other factors at play which we need to bear in mind, namely:

1. The RPS is looking closely at income and expenditure as it seeks to balance the books and be less dependent upon its own diminishing reserves. To that end, the significant monies held by all regions and groups (Circa £400k) is being questioned by the board with the view it goes against charity regulations to have so much “dead” capital. There are moves to reduce this balance with the reserve being a virtual amount rather than a tangible asset. The proposal is to use that reserve to invest in better platforms and support mechanisms for groups and regions. We probably have no choice on the matter as it is a board decision. As you might anticipate, this move is unpopular with many. An alternative view is that to be sat on such a reserve is an insult to both current and past members.
2. The RPS is conducting a general review of groups and regions and is currently re-defining the terms and conditions for these. The proposal will ensure that all groups and regions operate according to defined arrangements. This is not unreasonable in so far as the RPS patronage of a group does add a certain quality marque and it is only right that the region/group should accept the rules that go with that. In the past some have operated outside of the general RPS “system”, perhaps even outside charity rules. These new arrangements will define what a group should be doing by way of minimum member engagement although at this stage it is an ambition more than a requirement. Regions and Groups will also be expected to make a contribution to the central operation costs.
3. Anyone who has worked in business will acknowledge that all of this is standard commercial practice and that arrangements are well overdue modernisation. My own view is that we should respond in a positive and constructive way.
4. The accounts do show significant mis-coding of income and a range of internal adjustments have been made. This has made the accounts difficult to produce. We should acknowledge that during the period, the RPS introduced a new Customer Relationship Management (CRM) system and this has been problematic for the finance team. This position is now much better and I have more confidence in the information now presented. There has also been a change of CEO and many staff changes so we have been dealing with a turbulent time.

The following pages will review each account and point out some of the challenges the group is facing. It is a difficult time for the AV group and the RPS more widely and we need to consider some changes to what we do so that can sustain the group.

AV Main Account

Expenditure has exceeded income by £47.98. Although the total income appears to be up, some of this was miscoded income. On the expenditure side, adjustments have been made.

Members and subscribers income is generally holding up well (although the age profile of the group means that there is a general decline).

In 2023, there was a Yorkshire AV Day. This returned a margin of £227.72. Sadly there has been no Yorkshire AV Days since then so not only have we lost an income stream but also we are not fulfilling our obligation as a group to offer events for our members.

In 2023, the AV Group made a contribution to the RPS Members Exhibition. Costs were minimal and there was an income of £165.00 for this event.

AV News is the main cost centre for the Group and again has seen a significant increase in costs as shown in the table below which compares 2023 with the previous year:

Item

Printing
Postage
Leaflets
Envelopes and Filling Courier

2022 Costs

£1,971.00 £1,319.00 £126.00 £354.00 £36.00

2023 Costs

£2,325.00 £1,353.19 £126.00 £366.00 £43.00

Change

£354.00 £34.19 £0 £12.00 £7.00

In total, the cost of producing AV News increased by £407.19 in 2023. Further increased have already been introduced in 2024. Plainly this is not sustainable.

NAVC Account

There was no NAVC in 2023. However, a VAT charge of £241.53 was incurred from the previous event. This is the VAT element of ticket sales. We need to be more aware of VAT implications for events and tickets sales. (It is likely that we may well have supposed to including VAT in the past – this needs investigating for future events)

Although the 2024 NAVC is being planned on a break even basis, there is a small reserve to cover any loss. It is hoped that this will not be needed.

International AV Festival

The IAVF made a loss of £858.24. The reasons for this are well understood and mainly revolve around the very high costs of accommodation for the judges and organising team together with the lower level of physical attendance. Clearly this position is not sustainable.

Conclusions

Although we have sufficient reserve to continue as a “going concern” it gives me no pleasure to be the treasurer of a loss making enterprise.

Overall, we need to think creatively and find an innovative way which makes us attractive and different to the mainstream and bring in income..

Appendix c.

RPS AV Group - Combined Annual Accounts

	2023 Account 1 AV GROUP	2022 Account 1 AV GROUP	2023 Account 2 NAVC	2023 Account 3 IAVF
SUMMARY				
Opening Bank Balance - 1 January 2023	£9,527.21	£9,713.35	£982.39	£6,705.77
PAYPAL Balance	£75.34	£75.34	N/A	N/A
Ireland AV Group Balance	£69.00	£69.00	N/A	N/A
Income	£5,879.91	£4,274.70	£0.00	£2,846.24
Expenditure	£5,927.89	£4,730.84	£241.53	£3,704.48
Closing Bank Balance - 31 December 2023	£9,479.23	£9,257.21	£740.86	£5,847.53
Available Monies	£9,209.23	£9,401.55	£740.86	£5,847.53
SURPLUS/DEFICIT	-£47.98	-£456.14	-£241.53	-£858.24
INCOME				
RPS Life Membership Subs	£210.00	£240.00	N/A	N/A
RPS Annual Membership Subs	£2,507.67 1	£1,899.74	N/A	N/A
AV News Subscribers	£1,116.00	£1,229.00	N/A	N/A
Internal VAT Refund Transfer	£116.24	£12.96		
Donations	£0.00	£0.00	£0.00	£0.00
AV Group Events				
Audience Ticket Sales	£632.00 2	£819.00	£0.00	£1,479.00
Competition/Event Entry Fees	£292.00	£0.00	£0.00	£967.24
Refreshment Sales	£0.00	£0.00	£0.00	£400.00
Members Exhibition	£1,006.00 3	£74.00	£0.00	£0.00
Corrections/Misc	£0.00	£0.00	£0.00	£0.00
TOTAL INCOME	£5,879.91	£4,274.70	£0.00	£2,846.24
EXPENDITURE				
AV Group Events				
Room/Hall Hire	£252.00 2	£238.00	£0.00	£150.00
Medals	£0.00	£0.00	£0.00	£260.00
Judges/Distinctions Panel Expenses	£0.00	£178.80	£0.00	£709.71
Patronage	£0.00	£0.00	£0.00	£140.00
Postage	£0.00	£0.00	£0.00	£18.26
Accommodation and Subsistence	£0.00	£0.00	£0.00	£1,011.10
Travel	£25.00 2	£278.80	£0.00	£719.80
Printing	£0.00	£0.00	£0.00	£132.00
Refreshments	£127.28 2	£116.50	£0.00	£396.73
Misc Costs(VAT Transfers, etc)	£146.42	£0.00	£241.53	£166.88
RPS Adjustment	£1,164.00 4	£0.00	£0.00	£0.00
AV News				
Printing	£2,325.00	£1,971.00	N/A	N/A
Postage	£1,353.19	£1,319.00	N/A	N/A
Leaflets	£126.00	£126.00	N/A	N/A
Envelopes and Filling	£366.00	£354.00	N/A	N/A
Courier	£43.00	£36.00	N/A	N/A
Committee Meetings				
Travel	£0.00	£0.00	N/A	N/A
Accommodation	£0.00	£0.00	N/A	N/A
Venue Hire	£0.00	£0.00	N/A	N/A
Refreshments	£0.00	£0.00	N/A	N/A
Stationary	£0.00	£0.00	N/A	N/A
Postage	£0.00	£0.00	N/A	N/A
Zoom On-line Meetings	£0.00	£112.74	N/A	N/A
TOTAL EXPENDITURE	£5,927.89	£4,730.84	£241.53	£3,704.48

Note 1 - Membership Subs included three months from 2022

Note 4 - Internal Adjustment of IAVF in and membership income

Note 2 - Yorkshire AV Day

Note 3 - Includes IAVF Income mis-coded (income transferred to IAVF)

Prepared by A J Taylor - 06/04/2024

Appendix d.

ANNUAL GENERAL MEETING 2024

SECRETARY REPORT

My main activity within the group this year was to play a part within the organising team for the 2024 National Audio Visual Championship.

The event, only the second one since those awful days of the pandemic, was a great success and attracted some wonderful productions from a mass of brilliant AV producers.

As for the ongoing work of the AV Group committee, there has been much discussed for the future with some of those ideas already taken place and lots to look forward in the future too.

My role as secretary mainly consists of taking the Minutes of our meetings and arranging the Agenda for the next one.

There are many events which the committee organise which I cannot attend due to working full-time still.

It is a role which I am both pleased and honoured to do and hope to be permitted to carry on with it into 2025.

Keith Watson LRPS

Appendix e.

AV News e-xtra – AGM Report

During 2024 I have created four issues of AV News e-xtra. They have contained many items of current interest, including forthcoming exhibitions and events, results and reports from exhibitions and competitions and photographs from various events.

Martin Addison

Appendix f.

AGM Web Manager's Report

I have been kept busy with the website, always trying to update and improve. I do tend to put upcoming events etc. on the front page as a Stop Press Item to catch members attention. However I do think that it is difficult to find the AV Group page on the RPS site so that needs to be advertised more often, perhaps on Facebook. Most people say to me when they eventually find the website, I didn't realise how much there was, such a lot of information for beginners to us old-timers.

This year we have collaborated with the RPS Landscape group so that has made some interesting reading and very positive, it's a joy to put something different on the site.

I do suggest you go to the website and see for yourself, we recently held the RPS National AV Championship at Leeds University and all the information from this event is on our site.

The AV News and AV News e-xtra broadcasts also involves adding information to the website as does any Archive material.

Hopefully AV Members look at the site which is very comprehensive with useful information, how to make a sequence, links and resources, and all about the RPS National and International events, which are just a few items on our Navigation Bar.

We have just run the RPS AV National Championship and I was able to put on the website quite a bit of information about the event which I am delighted to say which went very well, not just the results of the championship, but information on two Dobson Henry Awards, a standing ovation for Ron Davies, photos and our raffle prizes contributed by members' raised over £200 which we donated to charity.

I would like to take this opportunity to thank the Committee for their help when needed, the team works well together.

Sheila Haycox ARPS; MPAGB/AV; EFIAP; AV-AFIAP
Audio Visual Web Manager

<https://rps.org/groups/audio-visual/>

November 2024