

Minutes, Actions and Decisions – RPS CG meeting 2022-07-25

Present : Alexandra P, Alan C , Adrian H., Duncan U, Tom O, Christine P, Duncan O, Tim H (reporting)

Apologies : Paul A, Suzi D, Sean G, Brian S

Last meeting A/D update	Action/comment	Who	By When
0426/2	<p>Sandpit idea</p> <p>Sandpit successful. Better not to use slideshow but manual click over in future.</p>		Complete
0426/3	<p>Bursary</p> <p>Evan Dawson (ED) asked for a paper. AP drafted paper and thanked all for comments. Need to check with Bob Gates (BG) on whether bursary is restricted and if so how. AP paper refined and approved by SIG committee to go forward to ED without more discussion after BG consulted.</p> <p>See Appendix 1 below</p>	Alexandra/ Alan	
0426/4	<p>Events</p> <p>Ap to resend spreadsheet Create shared spreadsheet in Teams and have all regional organisers populate with their planned meetings.</p>	Alexandra Sean RO's	
0426/5	<p>Meeting dates</p> <p>Circulate zoom meetings</p>	Alexandra	Closed

	Create Co host on set up. Dates Mon July 25 th , Tues Oct 4 th , Wed Dec 14 th . 19:00		
0426/6	Social media Create a “job advert”	Alexandra/ Alan	
0426/7	Membership letters Create a job advert – share with Keith Launchbury FRPS and see if he’s willing to do this before we advertise	Alexandra	
0426/8	Distinction assessment attendance Approved by Bristol.	Alexandra	Closed
0426/9	AOB 0426 Speakers lined up until end 2023. Keep eye out for new ones for future. SG located some copyright free music CP also has a source Layout JD completed to replace BS.	All Sean Brian	Closed
New A/D from meeting 0725/1	Overseas Memberships AP noted that our 36 OM’s create deficit of £234 p.a after allowing for subscription. Consensus to revisit figures on Journal costs (£1.76 per copy) – run on cost to cover this may be negligible. OM Postage a real cost. Perhaps we don’t need proofs anymore could mitigate this loss. Separate meeting to discuss.	AP/AC/PA/BS	

0725/2	<p>AGM 2023</p> <p>April 2nd. Possible conference on April 1? Include speaker/sandpit ? Plan is to move meetings around country. Cambridge cited as a possible location.</p> <p>Further venue discussion needed.</p>	PA/TO	
0725/3	<p>Clements Hall meeting 15 October 2022</p> <p>Decided to charge £5 bookable via RPS website, whether F2F or zoom attendance. Ideas floated for a bring and buy table, and print walk table. Any prints will be out for lunchtime viewing. Sandpit digital only.</p> <p>AP to do broadcast.</p> <p>AP looking for help on the day. (TH since the meeting should be able to attend at least part time.)</p> <p>See Appendix 2 below.</p>		
0725/4	<p>Advisory day 29 October 2022</p> <p>Arnos Grove Hotel, Hybrid F2F and Zoom meeting. £15 to show work and free to RPS for observers. Priority to SIG members</p> <p>Next meeting Tuesday October 4th 19.00</p> <p>See Appendix 3 below.</p>		

0725/5	<p>AOB</p> <p>AP thanked committee members for all their hard work. The many events being organised need help from volunteers otherwise the group will have to revert to “basic” operation.</p> <p>In return the committee thanked AP for her leadership and efforts.</p> <p>Meeting closed 21.05</p>		
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Appendix 1

Bursary Outline Discussion Document

What we have done so far

We had a proposal to consider offering a bursary to make use of a bequest to the SIG. We have worked through two iterations beginning with what it could be and at our last meeting re-tuned that to what it should be. We need to arrive at what this must be by the end of July so that a business case may be presented to the CEO

Next meeting end of July 2022

To produce our definitive document based on iteration 2

Background

	Constraints	Comments

<p>The Contemporary Special Interest Group financial account has a significant cash balance of £12250 including a Legacy of £9k. The Legacy needs to be used to fulfil the spirit of the bequest</p>	<p>Is there any physical evidence of what terms the legacy was made for to what purposes the monies may be used?</p>	
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Award conditions

The committee have decided on the following outline award conditions

1. A bursary will be initially considered as a 1-off event to analyse success and build in consideration for the financial climate/sustainability
2. An initial award will be to the value of £1500 to be used over a 1-year time period and awarded to a rural school.*
3. A school that wishes participate must confirm they fit the criteria of the Defra definition as below.
4. Year groups that will be eligible will be up to year 11 or pupils up to age 16
5. Other than criteria listed in this document the award conditions should be consistent with other RPS bursary's

Time scales

We have agreed not to rush to get this out immediately, schools/teachers need to be able to respond.

1. Ideally, the award should be made in early 2023.
2. The response should be reviewed and be used to decide further / future awards e.g. annually or biannually.
3. Year Two would be a bursary awarded to an Urban or City school and the theme is issues faced by Urban or City pupils.

Eligible geographic area

Schools in the UK, Isle of Man and the Channel Islands will be eligible for the first award

Questions , Answers and Notes

	Question	Answers	Notes
1	Why are we doing this i.e. what return to do we want to see?	To raise the profile of Contemporary Photography (Conditions of the legacy). To support the aims and objectives of the RPS Strategy - Photography for all	
2	How do we fit in with the RPS strategy?	We will link the bursary to the RPS strategy Photography for everyone, additionally underpinning this with our charitable status	
3	How are rural schools going to be trawled, targeted, and assessed for suitable candidacy?	With the support of the Communications Team in Bristol. Are we reactive or pro-active? Press release or similar.	Communications expert in RPS should have access to central database
4	How will the contender actually enter/apply?	Application will be via the standard application process for RPS bursaries	

	Question	Answers	Notes
5	What is a sensible outcome which physically supports the return?	<p>We are asking for a project proposal for a contemporary project what they are going to produce with the money</p> <p>Schools may submit a tangible outcome of their choice (which illustrates the experience of being a school student in a rural environment). Examples:</p> <ul style="list-style-type: none"> ○ A book / Zine ○ An exhibition, ideally in a publicly accessible location, this has advantage in terms of publicity in that there is more for potential media coverage to get hold of, e.g. local television 	‘A project that conveys the experience of being a school student in a rural environment’
6	How will we see a measurable difference between the start and end of the project?	The starting position/standard and expected/predicted long-term outcomes should be detailed in the application	
7	What type of contributory value in kind values are we looking for?	<p>The school must match the figure with its own in-kind contribution e.g. x hours of additional teaching time, space, cost of after school clubs etc to maximise the value of the award</p> <p>The details of the in-kind contribution must be measurable and detailed in the application</p>	

	Question	Answers	Notes
8	How will an award be made?	The award will be one cheque for the full amount and must be spent during the life of the project	
9	How will we monitor progress?	Reporting criteria during/after award should cover the life of the project (one year) Two progress reports will be required , an Interim report halfway through the project and a final outcome report at the end of the project including details and access to what was delivered	
10	What about publicity?	Publicity agreements - Made part of the bursary offer that the condition is that the progress can be reported in RPS media and in the national press / television if the opportunity arises.	
11	What determines 'Rural'?	* DEFRA defines 'rural' as settlements with a population of less than 10,000 and further divides this into 'rural town and fringe'; villages; hamlets and dispersed dwellings	

Appendix 2

F2F 15th October

<u>Action</u>	<u>Details</u>	<u>Notes</u>	<u>Complete</u>	<u>Who</u>
Book Premises	St Clements Hall	11- 5 on the 15th. https://www.clementshall.org.uk/ 01904 466086 10 – 5pm?		
Zoom Facility - Screen	5 metre cinema screen			
Zoom facility - Internet	Open wi fi 1 data point	Cable in connection to laptop ethernet connection		
Zoom facility Laptop				
Zoom Facility Camera				
Techie Person	R Prescott	Sean is away so alternative commandeered		
Usb Conference microphone?				
Roving person to cary				
Distinctions update / Discussion		Questions collected in advance or P presentation		

Speakers - Tessa		Zoom - confirmed		
Speakers -Richard		F2F or Zoom – accepted but need confirmation on F2F or Zoom		
Speakers – Sophie Jeffrey	photo@sophie-jeffrey.com	F2F Mental Health photographer – 150.00 plus train / accom expenses		
Refreshments : Tea / Coffee/ Milk/ Biscuits		Bring Mug – PR doing ingredients		
Refreshments: Lunch		Bring some for communal lunch plus plate		
Agenda		10.00 Welcome 10.10 Distinction Presentation and Discussion 11.10 Break 11.40 Sandpit Theme Speaker and Discussion 12.40 Lunch 2.00 Sandpit (Theme: Who am I - Who I am) 2.50 Break 3.10 Sandpit 4.10 Closing words / thanks 4.15 End		

Proposed Agenda

- 10.00 Welcome
- 10.10 Distinction Presentation and Discussion
- 11.10 Break
- 11.40 Sandpit Theme Speaker and Discussion
- 12.40 Lunch
- 2.00 Sandpit (Theme: Who am I - Who I am)
- 2.50 Break
- 3.10 Sandpit
- 4.10 Closing words / thanks
- 4.15 End

Appendix 3

Advisory 29th October

<u>Action</u>	<u>Details</u>	<u>Notes</u>	<u>Complete</u>	<u>Who</u>
Book Premises		Done 29 th October		
Zoom Facility - Screen				
Zoom facility - Internet				

Book Zoom meeting with Andy Moore		AP to set up 4th October onwards (prefer Wednesday to Friday).		AP
Book Zoom Session		AP to talk Andy ASAP re- Zoom account to be used.(Contemporary for Preference)		AP
Invitations Zoom				
Event paperwork				
Broadcast				
Presentations				
Book Tessa	Done	Ask Tessa and Richard for limits		AP
Book Richard	Done			
Adrian				
Alan				
AP				
Adrian - Hotel		Book hotel Arnos Grove Hotel - mention when booking that you're with the Royal		AH
Alan- Hotel		Book hotel Arnos Grove Hotel - mention when booking that you're with the Royal		AC
AP- Hotel		Book hotel Arnos Grove Hotel - mention when booking that you're with the Royal		AP

Prints for discussion		Take on the day for attendees. Digital submissions (standard RPS sizing)		
Charging		£15 for advice, free for RPS members. Priority to CG members		