

*Advancing
Astronomy and
Geophysics*

DRAFT Minutes of the Council Meeting held on 10th May 2019

1. Attendance, Apologies and Introduction

PRESENT:

Prof Mike Cruise (MC), President and Chair;
Dr Nigel Berman (NB), Treasurer;
Dr Mandy Bailey (MB), A Secretary;
Prof Mark Lester (ML), G Secretary;
Prof Ian Crawford, (IC) Vice President (G);
Prof Anton Ziolkowski (AZ), Vice President, G;
Dr Paul Daniels (PAD);
Dr Sheila Peacock (SP);
Dr Megan Argo (MA);
Prof Steve Miller (SM);
Mr Kevin Kilburn (KK);
Dr Stacey Habergham-Mawson (SHM), Vice President (A);
Prof William Chaplin (WC);
Dr Clare Watt (CW);
Dr Jane MacArthur (JM) via skype
Prof Mike Watson (MW); via skype
Prof Lorraine Hanlon (LH); via skype
Dr Claire Foullon (CF);

APOLOGIES:

Prof Lyndsay Fletcher (LF), Senior Secretary
Mr Charles Barclay (CB), Vice President A
Prof Giovanna Tinetti (GT);

IN ATTENDANCE:

Mr Philip Diamond (PD), Executive Director;
Dr Robert Massey (RM), Deputy Executive Director;
Ms Siobhan Adeusi (SA), Executive Assistant

Confidential discussion redacted.

2. Minutes & Matters Arising

The minutes of the meeting on March 8 2019 were approved subject to corrections as follows:

5.4 SHM will identify a suitable candidate to join the A awards committee.

SM reported that although Charles Barclay will cease to be a Council member from today, it would be beneficial if he stayed on as a RAS 200 Committee member. This was APPROVED by council.

CF asked if the reinstatement of (name redacted) is correct.

Action: Office will check with the Membership Officer.

7.1 Awards Committee, Minutes corrected to say 'A' rather than 'G'

It was requested that Council approved the appointment of Prof Rene Oudmaier to the committee.
Council APPROVED the appointment.

Matters Arising:

SM asked if CB could continue to serve on the RAS 200 steering group, although his term as a councillor ends today. Council confirmed this as in point 5.4 above..

4.1 PD was asked to check with the IOP regarding whether or not their lower rate membership fees were means tested. They are not.

A brief discussion regarding accessing the benefits of membership took place, with reference to using the Gerald Merton Fund. It was agreed that it would be discussed more fully at the Strategy Away Day.

ACTION: Membership to be added to strategy away day agenda

3. President's Business

3.1 Regional POC meeting Edinburgh

The general flavour of the discussion could be summed up as:

- Making the society more attractive to younger scientists, and
- Bringing the RAS more visibility across the UK

The president also reported on activities and events he has attended since the last meeting, including:

- March 26th Visit to Sherwood Observatory and talk at Mansfield and Sutton Astronomical Society
- March 29th Visit to Bristol Astronomical Society to give a talk

- April 16th Visit to ROE for regional engagement meeting
- April 18th Attendance at IAU meeting on Laboratory Astrophysics, Cambridge
- May 2nd Attended evening event at QMUL
- May 4th Attendance at Eastbourne Astronomical Society to present a science talk and a talk on the history and activities of the RAS

4. Treasurer's Business

4.1 Treasurer's Report

4.1 Eddie Finch from Buzzacott delivered an overview of the audit, which went well. The Annual Report provides additional information; it was a very stable year, with no adjustments necessary.

4.2 The Letter of Representation was **APPROVED AND SIGNED**.

A query was raised about the information the Charity Commission requires to hold for each Councillor. There was confusion as to whether or not the Commission needed a personal email address or if an institutional address would suffice.

ACTION: PD to check



MC thanked Eddie Finch, Mark Piper and Nigel Berman for their work on the audit. NB reported that Mark Piper does a huge amount of work preparing for the audit and wanted his thanks officially recorded.

4.3 Risk Register

NB presented the updated Risk Register with the followings risks increased:

- Publishing income, because of open access
- Loss of key personnel

Point 15 needs to be amended to show as orange:

Risk Item	Impact	Probability	Direction of Change	Mitigation	Level of Threat to Society
15. Imprudent Financial Policies	3	3		-Forward looking business plan	

4.4 The Statement of Accounts was presented, the back rent has now been paid.

4.5 The Treasurer's Report

It was proposed that as Committee budgets have no specified end date, the process of budget setting should be revised so that they are set annually. The practice of carrying these budgets and/or any underspends forward without review will be stopped with immediate effect. Budgets will be set between the Treasurer and the committees via a process of bringing all budgets to Council in December.

APPROVED by Council

MC suggested that NB needs to put a paper to Council, outlining all the information regarding committee budgets.

ACTION: PD, NM and MP to work on this

Other matters raised by the Treasurer included:

- The need for a decision on various 2020 fundraising opportunities
- Confidential discussion point - redacted
- The OUP proposed a rise in journal subscription rates (up to 30%) at the Publications Management Committee meeting. This was approved by the Treasurer and OUP have been informed.

5. Organisation & Structure

5.1 Brand Presentation

Johnson Banks gave a presentation on the proposed new brand, including logo, typefaces and colours. It was very well received, with Council unanimously agreeing to it. More work will follow on the design.

5.2 Arrangements for the AGM

The arrangements for the AGM were agreed, subject to the following amendments to the new Council members' terms:

- 4 Councillors for 3 years
- 1 Councillor for 1 year

5.3 Honorary Auditors Report

The Honorary Auditors was received. In general it was very positive and in general, all previous issues have been resolved. NB remarked that next year they should be briefed on their report, prior to writing it.

5.4 Lease and rental update

Confidential discussion - redacted

5.5 Finance Committee membership

Council APPROVED the appointment of Tim Horbury as a member of the Finance Committee

6. Policy and Public Engagement

The following papers were received by Council:

- 6.1 Future Frameworks

- 6.2 Minister of State for Universities
- 6.3 Science and Technology select Committee

7. Publications

- 7.1 The Editorial Board meeting Minutes were agreed
- 7.2 The GJI Editor in Chief Annual Report were agreed
- 7.3 The MNRAS Editor in chief Annual report were agreed
- 7.4 The Publications Strategy Working Group paper will be discussed at the July Council meeting. PD Thanked those involved, AZ, NB and WC
- 7.5 The PMC meeting Minutes were agreed

8. Other

- 8.1 The Officers Reports: candidates proposed for Fellowship were approved
- 8.2 The Grant Status Report: All winners were approved.
- 8.3 The 2018 RAS Thesis Prizes winners were approved
- 8.4 The Minutes of the March and April A&G meetings were agreed

9. AOB

SM asked if SP could continue to serve on the Code of Conduct Working group, even though her Council term will end today. It was agreed that she could.

PAD reported that he had attended an IAU astronomy day in Brussels, where he delivered a paper to 200 attendees.

MC thanked the retiring Council members, for their contribution during their terms.

Council rose at 15.00

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Professor Mike Cruise

10 May 2019