

## Friends of Suffolk Archives

### Draft Minutes of the Annual General Meeting

3 November 2022

**Members Present:** Stephen Dart, Sarah Doig, M L Duncan, Tim Greenacre, Patricia Mackie, Anne McGee, Betty Milburn, Monica Place, Kevin Pulford, David Sherlock, Sue Spiller, Margaret Statham.

**In Attendance:** Rosie Ansell, Councillor Bobby Bennett, Louisa Beattie, Jo Caruth, Kate Chantry, Sue Kentish, Jane Marjoram, Pat Murrell, Terry O'Donoghue, Kirsty Rowlings, Tony Slater, Claire Wallace.

**Apologies:** Lyn Boothman, The Marquis of Bristol, Anthony Cobbold, Frances Gander, Ian Gander, Paul Gurbutt, Ann Henderson, Gillian Hodge, Robert Houlton-Hart, Linda King, Valerie Irwin, Neil Langridge, Carol Perry, Susan Izod Quay, Jean Sheehan, Helen Statham, Martyn Taylor, Gwyn Thomas.

#### 1. Introduction and Welcome

The Chair was taken by Sarah Doig who welcomed all those present and noted the presence of two of our Vice Presidents.

#### 2. Minutes of the AGM held on 25 November 2021

These were accepted as a correct record. Their approval was proposed by Patricia Mackie and seconded by Betty Milburn and agreed unanimously. There were no matters arising.

#### 3. Chair's Report

Sarah Doig outlined FOSA's role in supporting Suffolk Archives and the re-establishment of its services following the pandemic. She reported on the purchase of two documents. Frances Gander, Treasurer, and Gwyn Thomas, Minutes Secretary, were thanked for their long-standing service on the committee. A copy of the report is attached to these minutes.

#### 4. Financial Report

Stephen Dart, Acting Treasurer, presented the audited accounts for the year 2021. Income was £2,996.36 and expenditure £694.85. The society's monetary assets at the end of the year were £19,271.41. He reported that we were still operating both a Lloyds and Co-operative bank accounts and that Gift Aid had yet to be claimed for the last two years. A copy of the report is attached to these minutes. The acceptance of the report was proposed by Margaret Statham and seconded by Kevin Pulford. They were approved unanimously.

#### 5. Election of Officers

The following nominations had been received:

Chair	Sarah Doig
Vice Chair	Betty Milburn
Treasurer	Stephen Dart
Minutes Secretary	Sue Spiller
Membership Secretary	Neil Langridge
Publicity Officer	Kevin Pulford

These were proposed en bloc by David Sherlock and seconded by Margaret Statham and approved unanimously. There is a vacancy for General Secretary.

**6. Election of the Committee**

The following nominations had been received: Margaret Statham and Anne McGee They were proposed by Patricia Mackie and seconded by Stephen Dart and were approved unanimously.

Sarah Doig thanked the officers and committee for their work and support during the year and welcomed new members.

**7. Appointment of Honorary Auditor**

Stephen Cook had agreed to continue. He was proposed by Stephen Dart and seconded by Betty Milburn. This was approved unanimously.

**8. Suffolk Archives Report**

Kate Chantry presented her report which highlighted:

- Thanks to FOSA, Suffolk Archives staff and volunteers
- Difficulties in recruiting staff
- The need to improve the service following the pandemic and the move to The Hold
- Partnership with the University of Suffolk and schools
- Exhibitions including the 'Archive on tour' trailer which visited the Suffolk Show and festivals
- Conferences held at the Hold by SIAH and the Suffolk Family History Society
- 'Sharing Suffolk Stories' for schools, including the Women's Land Army, Suffolk Climate, Jewish Refugees and Home life between the Wars.
- Digitising pre-1700 maps & plans and Enclosure maps (to be on-line soon)
- Now taking new accessions and uploading more on the website.

**9. Any other business**

Nothing raised.