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# The Heritage Crafts Association

# Annual General Meeting

12.50pm, Saturday 24 March 2018

The Royal Society of Medicine, 1 Wimpole Street, London, W1G 0AE

Agenda

1. Welcome by the incoming Chair.
2. Apologies for absence.
3. To approve the Minutes of the eighth AGM held on 6 May 2017.
4. Matters arising from the Minutes.
5. To receive the Annual Report and Financial Statement for the year ending 30 June 2017.
6. To consider and vote upon the proposed resolutions. (See Appendix 1).
7. To elect any new Trustees of the HCA. (See Appendix 2).
8. To elect any new Officers of the HCA. (See Appendix 3).
9. Any Other Business.

**For information**

The following are available on the HCA website at:

<http://heritagecrafts.org.uk/official-documents>

* The Annual Report and Financial Statement for the year ending 30 June 2017
* The unapproved Minutes from the seventh AGM held on 6 May 2017
* The Constitution and Rules of the HCA

**Appendix 1: Resolutions**

**Resolutions 1­–2: Changes to the termination of membership in the Rules and Constitution**

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| Reso-lution | Clause  | Existing clause | Proposed Clause |
| 1 | Constitution9(4)(iii) | 9(4) Membership of the CIO comes to an end if:(iii) Any sum of money owed by the member to the CIO is not paid in full within six months of its falling due | (4) Membership of the CIO comes to an end if:(iii) Any sum of money owed by the member to the CIO is not paid in full on the due date. |
| 2 | Rules3(1)(c) | (1) Membership of the CIO comes to an end if:(c) Any sum of money owed by the member to the CIO is not paid in full within six months of its falling due | (1) Membership of the CIO comes to an end if:(c) Any sum of money owed by the member to the CIO is not paid in full on the due date. |

**Supporting statement:**

Under the current system provided for by Constitution Clause 9(4)(iii) and Rule 3(1)(c), if a member pays their membership fee within six months of its due date, their membership is backdated to the original due date. However, this is difficult to administer and contradicts Rule 2(7) which states that “Membership of the HCA is subject to the receipt by the HCA of the correct membership fee and runs for 12 months.” Furthermore, under the current system, if a member then goes on not to renew within that six month period, they have effectively been given six months free membership – which is no longer considered a reasonable allow. Under the proposed new system, membership will terminate if the membership fee is not paid on the due date. Members will receive a reminder when their membership fee is due, giving them adequate warning, and if members are a little late in payment (for example when they pay by cheque), their membership will still be backdated to the date they should have paid at the Administrator’s discretion, thus preserving the anniversary and giving what amounts to continuous membership. There are no benefits to members for continuous membership. The Membership section of the Terms & Conditions of Purchase will be revised to reflect this change.

**Resolution 3­: Changes to the timescales for nominations of Trustees at the Annual General Meeting in the Rules**

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| --- | --- | --- | --- |
| Reso-lution | Clause  | Existing clause | Proposed Clause |
| 3 | Rules5(4) | A member of the CIO may propose or second members for election as a Trustee at the Annual General Meeting. Nominations must be given to the Secretary not less than 10 days before the Annual General Meeting | A member of the CIO may propose or second members for election as a Trustee at the Annual General Meeting. Nominations must be given to the Secretary not less than 21 days before the Annual General Meeting |

**Supporting statement:**

When the draft AGM Agenda is sent (usually at least 28 days before the AGM), members are invited to propose resolutions for consideration at the AGM and submit nominations for Trustees for election at the AGM. However, the current clauses in the Rules provide different timescales for these, which are complicated to administer in advance of the AGM.

Clause 5(4) of the Rules states that “A member of the CIO may propose or second members for election as a Trustee at the Annual General Meeting. Nominations must be given to the Secretary not less than **10 days** before the Annual General Meeting.”

Clause 11 of the Rules states that “Notice of resolutions to be brought forward shall be given in writing to the Secretary at least **21 days** prior to the holding of a general meeting. Any such resolution shall have been duly seconded and shall be set forth in the agenda with the name of the proposer and seconder.”

The proposed change brings the two timescales into line, making them both 21 days before the AGM, to facilitate administration in preparation for the AGM. NB. Until now, we have received no proposals for resolutions or nominations for Trustees from the membership.

**Appendix 1: Election of Trustees**

**Trustees**

The following indicates those who have signed their willingness to be elected as Trustees of the Heritage Crafts Association for a three-year period in accordance with Clause 5(3) of the Rules of the HCA.

**Trustees standing for re-election**

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| Chrissie Freeth | Chrissie is a tapestry and cloth weaver, and hand-dyer and spinner based in Yorkshire. She has been an Artist in Residence for the National Trust, and is included in the Crafts Council's directory of British craftworkers. In 2016 she was awarded a Winston Churchill Memorial Trust Travelling Fellowship. Chrissie was previously a features writer for *UK Handmade Magazine*, weaving features editor of the *Journal for Weavers, Spinners and Dyers* and a member of the Society of Designer Craftsmen. She is the editor of the HCA newsletter.  |
| Patricia Lovett | Patricia is a professional scribe and illuminator who has written over a dozen books, her latest being *The Art and History of Calligraphy*, published by the British Library. Patricia teaches and lectures all over the world and specialises in traditional manuscript skills.  |
| Robin Wood | Robin is an internationally respected wood-worker and pole-lathe turner, specialising in the use of local timbers and traditional techniques. |

**Trustees standing for election for the first time**

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| Katy Bevan | Katy is a curator, writer and educator specialising in craft. She has worked in craft book and magazine publishing for over twenty years, including working for *Ceramic Review*, *Selvedge* and *Rowan*. A Fellow of the Royal Society of Arts, Katy was previously Learning and Participation Manager at the Crafts Council where she was responsible for the Firing Up and Craft Club initiatives. She believes in the benefits of craft for health and wellbeing and is usually to be found knitting. |
| Louise Butler | Louise began her career in museums as a costume and textiles curator, and has extensive experience in arts development and project management. Louise maintains her work as an independent crafts curator but with a particular interest in heritage skills. In 1997 she wrote the Scottish Arts Council’s first advocacy document for indigenous craft, *Glorious Obsession*, and has continued to work with individual makers, artists and community group. She served as a Board member for Craft Scotland for six years, latterly as Co-Chair. |

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| Judit Seymour | Judit trains financial services professionals in risk management globally and lends her professional experience to Bedfordshire Police and Crime Commissioner as a non-executive director and Bedford Girls’ School. At the start of her career, Judit was a barrister followed by a move to the City and risk management in various financial services companies, including board roles. She is a serial knitter and relishes long-haul travel to give time to her knitting projects. |
| Ambrita Shahani | Originally from Mumbai, Ambrita moved to London to study at Central Saint Martins College of Art and Design. After working at Net-A-Porter.com and Burberry, she currently heads the couture studio at Alexander McQueen. Ambrita is a Fellow of the Royal Society of Art, and a Trustee of the Alexandra Rose Charity (which educates low income families on the benefits of healthy eating), Dress for Success (an international charity that empowers women to achieve economic independence), and PLUS (a charity that provides shelter for people with learning disabilities). She also mentors young designers at Central Saint Martins and the Royal College of Art. |
| Laura Southall | Laura is Head of Learning & Community at Pallant House Gallery in Chichester, following nearly a decade of working in large London museums. When managing the residency programme at the V&A she loved working closely with artists and makers in their studios, in particular the museum’s ceramic studio, and this is where her interest in heritage crafts began. In 2017 she coordinated the Radcliffe Red List launch at the House of Lords and the HCA’s annual conference. |
| Victoria Wilson | Vicky is an archaeologist and librarian by training and has over seven years’ experience of working in the heritage sector. Currently Librarian of the English Folk Dance and Song Society, her career has focused on caring for and engaging audiences with material culture in a range of collections, from specialist libraries to historic houses. She is now keen to help promote and preserve the intangible skills that make such a rich contribution to our living heritage. |

**Appendix 2: Election of Officers**

**Officers**

The following indicates those who have signed their willingness to be elected as Officers of the Heritage Crafts Association for a three-year period in accordance with Clause 6 of the Rules of the HCA.

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| **Role** | **Name** |
| Chair | Patricia Lovett |
| Vice-Chair | Richard Hefford-Hobbs |
| Secretary | Victoria Wilson |