

Minutes of the William Herschel Society Committee Meeting held at the Herschel Museum of Astronomy on Monday 7th May 2018 at 7.15pm

(Note. The next scheduled Meeting is on Monday 9th July 2018 at the Herschel Museum of Astronomy commencing 7.15pm)

Present: C Draper (CD), Chairman; R Holbeche (RH), Treasurer; S Holbeche (SH), Membership; A Symes (AS), Editor; B Robertson (BR); M Tabb (MT); and J Foreman (JF), Minutes Secretary and website manager.

1. Apologies and Welcome

Prof F Ring (FR), Ex Editor; F Schlesinger (FS); Dr M Spring (MS); Claire Dixon (CD2), BPT Deputy Chief Executive and Head of Museums and Joe Middleton (JM), Herschel Museum Administrator. CD welcomed those present.

2. Minutes of the meeting held on Monday 12th March 2018

CD referred to the minutes and asked for any amendments. Regarding the last two sentences of the minutes (AOB), CD pointed out that in two instances CD, should be CD2: "CD commented that the participation of CD2 and JM in today's meeting was very welcome and asked how participation was expected at future meetings. CD2 and JM agreed that attendance would be on a rota basis." Subject to this amendment, it was agreed that the minutes were an accurate record.

Attention was drawn to the Action Table. Most Actions covered under Agenda items but some require comments here.

To access website when JF not available. AS now has access to website but see problem under Agenda Item 11. Meeting between JF and AS to be arranged once problem solved.

To investigate free access to WordPress software for AS. See above.

To discuss part payment of WordPress software cost accrued by JF with RH. SH has advised that free access could be achieved as the payment made by JF included unnecessary additions. JF agreed to bear the cost on this occasion.

3. Chairman's Report

CD referred to the Caroline Herschel Prize Lectureship which had a closing date of 30th April for applicants. There had been a good response and applications were now with the Lectureship Committee with a decision expected by July. CD added that the date he was aware of for the Bath University Lecture was 1st November. AS queried this as he had not arranged a University room; he explained that for previous years he had not made the arrangements for the University Lecture. CD responded by making the 1st November notional with AS to investigate a firm date. **See Action Table**. He added that the structure of the Lecture occasion had yet to be discussed with Carole. CD added that with Carole Mundell being the Chair of the Committee, she would have influence regarding dealings with the University. CD touched on advertising for the Lectureship and mentioned that he had investigated cost with the Institute of Physics magazine and found it disproportionately high considering the value of the prize. Publicity could be considered again next year.

On the matter of the Dark Skies initiative, the film production was in a reasonably mature state and additionally, there was quite a lot of "Herschel" in it. The WHS contribution to the cost of the film was £125.

4. Finance Report

RH reported that she had paid the bill for the recent AGM and the bill for the 2019 AGM. CD asked if it was normal to pay for BRLSI rooms in advance. AS replied that we now only pay for the room used for the AGM. He added that payment should be in advance and if delayed, BRLSI might consider the booking not committed. BR commented that when he has booked the room for the AGM, he has booked on behalf of the Herschel Group without incurring a cost. AS replied that he has booked on behalf of the Society and considered that for an AGM, this was the correct way and the only way that would be accepted by BRLSI for an AGM.

BR reported that he had received a cheque to the value of £79.50 from M&S, a refund for the AGM buffet that M&S had not been able to provide as ordered (the buffet food was put together from the store shelves and not as ordered by van delivery).

RH reported that she was now the Trustee contact for the Charity Commission; also, she and CD were now contacts for the Federation of Astronomical Societies. CD added regarding the FAS, that literature would be sent to him and bills, to RH.

5. Membership Report

SD provided an update:

Transferred 242 members from the old system – 31 had or were lapsing so net was 211.

247 current net members (37 hon/vol. 9 European and 8 Overseas)

4 lapsed members at end of April (a further 3 the prior month)

8 prior to April lapsed members (all received written thankyou)

One paid remaining £2.50 (3 emails)

14 new members since last meeting

71 membership updates since last meeting

21 payments by PayPal since last meeting

63 members without email or broken email address

Communications – 214 WHS, 53 BA, 22 electronic journal

Stargazers list deleted with 70+ names. New opt in list has 24 names

Gift Aid claims still to be made this month

Issues arising:

memberbermojo - some members paying by bankers order/covenant received emails by mistake (8 emails)

Many bankers orders/covenants are 1 or 2 months after renewal date. These realigned to order month

6. Journal

AS reported that preparation for the next Edition was not yet underway but on a positive note, transcripts had been received from Marek Kakula and Emily Winterburn and there was also a promise of one from Lee Macdonald. He added that he had received formatting details that he had found straightforward. There had been one meeting so far with FR and FS. BR asked if the minutes of the recent AGM and the Chairman's Report could be included in the Autumn Edition as this would provide useful reference for the future. CD commented that this inclusion should be considered.

7. Lecture Programme

AS reported back on the Caroline Herschel lecture given by Emily Winterburn lecture on 5th April. The lecture was very well attended and well received but there had been

a problem at the start with the slides. Initially it had not been possible to progress beyond the first slide but Bob Draper was able to correct (the laptop being used was a BRLSI one). MT commented that he was a little disappointed as to him there was nothing new. AS remarked that not all the audience would have been familiar with the topic.

AS referred to the upcoming lectures later in the month: 11th May, "The Apprentice", Dr Roger Moses and 18th May, "The Great Quasar Debate", Prof Mike Edmunds. He mentioned that BRLSI were worried about security due to a recent break-in at the East Asian Art Museum and had asked that there could be a presence in the foyer during the lectures. CD replied that security was the responsibility of BRLSI, not the Society. Regarding the 18th May lecture, AS commented that the Bath Festival Party in the City was also on that evening plus BRLSI had a music event. He expressed his concern that the lecture might be overwhelmed with distracting noise. In order to reduce this the lecture would start 15 minutes later to coincide with the finish of the BRLSI music event. He added that he had informed Mike Edmunds who was still happy to proceed. Regarding the 11th May lecture, CD agreed to introduce to the lecture and AS would take the monies.

Lectures for the remainder of the year:

Friday 13th July - "Paler Blue Dots: Technology Developments on ISS for Finding Earth 2.0", Dr Daniel Batcheldor.

Friday 7th September – "Mars Express, Mission Planning and Spacecraft Operations Engineer, Luke Lucas. CD commented that this would be more of a conversation rather than a lecture. AS added that publicity material would be required and CD suggested contacting CD2.

Friday 5th October – "Beagle 2 or 60 years of Filton in Space", Terry Ransome.

Regarding December, AS reported that this could be the occasion for Peter Ford and Deepali Gaskell giving a lecture jointly.

For next year, BRLSI would be following a theme of "Cities" and it had been suggested that "Light Pollution" would be a suitable one for the Society to introduce. CD suggested that the film being produced under the Dark Skies initiative could be shown.

8. Museum

CD referred to the updates that CD2 and JM had provided. The update from CD2 covered news about the Museum, the Herschel Advisory Panel, the current exhibition and World Heritage Day. The additional note from JM covering upcoming events and promotions was worthy of further consideration and CD suggested that this should be covered more fully at the next meeting and asked the Committee to give the content some thought (See Appendix B). JF was asked to include both inputs with the minutes (See Appendix). **See Action Table.**

CD reported that he had been in touch with the Herschel-Shorlands regarding the Family Archive presentation postponed from the AGM. A presentation by Will H-S would be given on 27th June between 3 and 4pm at the Elim Church followed at 4.30pm by a discussion on the future of the Archive. He added that hopefully FR and MT would be able to attend the discussion. CD asked that he be notified of the those who wished to attend the open meeting presentation so he in turn could let CD2 know of the likely numbers. BR commented that he had seen the Archive which was of considerable size and added that it was of interest to the Science Museum. CD added that he would be visiting the RAS shortly which also had an archive and that he would take the opportunity have a look at.

CD referred to the Herschel Museum Advisory Panel and the Herschel Museum of Astronomy Forward Plan 2018-2020 that he had copied to the Committee and asked for any thoughts by the end of May. **See Action Table**

9. Observing Report

SH reported on the events since the last Committee meeting:

13th March – Limpley Stoke talk, 30 people

17th March – Bath Taps into Science, 250 people

29th March – Bath Astronomers Meeting, Percy Community Centre, talk by Andy Burns on normal astro-photography, 20 people.

7th April – Telescope workshop at Tunley (a new venue), 10 people

14th April – BRLSI workshop for Young Scientists on James Webb Space Telescope

14th April – Wellow observing, 2 people

22nd April – World Heritage Day, Royal Victoria Park, 150 people. CD commented that BPT was very happy with the way the day had gone.

26th April – Bath Astronomers meeting, Percy Community Centre, Pete Richardson talk, 15 people

5th May – Wellow observing, cancelled due to lack of interest

10. Music

In the absence of MS, CD reported that MS had contacted him regarding the cataloguing of Herschel's music which indicated that he must have made progress with some of his plans.

MT reported that he had recorded some relevant concerts and after "topping and tailing", would forward to MS. **See Action Table**.

11. Website Report and communications update

JF explained that he now had no access to text boxes on the pages of the website to carry out editorial work. This had occurred since giving access to the website for some members of the Committee. SH suggested that JF copy the link of one of the troublesome to him. **See Action Table**.

JF reported that there had been two enquiries by means of the "Contact" page. One was regarding where Herschel Symphonies scores and parts could be found from the Artistic Operations Associate of the Winnipeg Symphony Orchestra. MS responded on behalf of the Society stating the only avenue for Herschel Symphonies with score and parts is the Notamos Website run by Chris Shaw of Bath which sell them to download at a modest cost. The other enquiry was regarding details of the rescheduling of the Mike Edmunds lecture postponed from March.

The WHS Facebook Group now had 42 members (and increase of 4 since the last meeting) and the Twitter blog, 214 followers (an increase of 14 since the last meeting).

12. AOB

BR referred to the hard copy Committee list he had prepared and distributed copies. He emphasised that this was for personal use only. He also provided copies of the version that would appear on the website and added that details of the "corresponding" members had been omitted. SH commented that he was content with action that had been taken regarding GDPR. CD commented that the post occupied by Steve Davis should be shown as "vacant".

BR referred to the current edition of “Astronomy”, the American astronomy magazine and the article on the Chicago Adler Planetarium and Astronomy Museum that has a Herschel telescope.

SH referred to the Bath Astronomy Website and the Privacy Policy note that had been included and added that the same should be included on the WHS website. SH was asked to forward a copy of the note to JF. **See Action Table**

SH reported that JM had contacted him regarding the forthcoming musical event at the Royal Albert Hall to be given by the Herschel Ensemble and advising that tickets could be obtained through him.

SH informed the Committee that any queries regarding details held about them should be directed to him.

AS commented that he had email contact with non-members and queried how to deal with them regarding GDPR. He added that he always encourages joining the Society. SH replied that it was important to keep copies of such emails.

CD referred to a letter he had received from the British Astronomical Association and asked JF to include a website link on the “Links” page of our website. See Action Table.

JF mentioned that SH had given a very well received talk to the local Retired Members of the union he belonged to (Prospect, Union for Professionals).

Future Meeting Dates 2018

9 July

10 September

12 November

The meeting closed at 8.45pm

Meeting raised	Description of action	Placed on	Status
17.7.17	To access website when JF not available. Download WordPress software. See further Action raised 12.3.18	AS	Ongoing
17.7.17	Identify possible speakers for WHS lecture programme when at Astrofest	CD	Complete
20.11.17	To carry out video/DVD conversions	MT	Ongoing
20.11.17	To investigate cost of producing blanks for 7ft telescope	MT	Ongoing
22.1.18	To notify Charities Commission regarding Society Trustees	FS	Complete
22.1.18	Prepare next edition of Journal	AS/FR/FS	No longer classified as an Action
22.1.18	To seek permission of those giving lectures for videos to be taken	AS	No longer classified as an Action
12.3.18	To investigate free access to WordPress software for AS	JF	Complete
12.3.18	To discuss part payment of WordPress cost accrued by JF with RH	JF	Complete
12.3.18	To discuss date of 2019 AGM with Alan Chapman	CD	Complete (2 nd March)
12.3.18	To discuss with Carole Mundell a suitable University contact	CD	Ongoing
7.5.18	To investigate firm date for November Bath University Lecture	AS	
7.5.18	To consider JM notes regarding Herschel Museum for next meeting	Committee	

7.5.18	To consider Herschel Museum of Astronomy Forward Plan 2018-2020 and any thoughts by end of May	Committee	
7.5.18	To forward recordings of concerts to MS	MT	
7.5.18	To copy link of website page to SH	JF	
7.5.18	To copy BA website Privacy Policy note to JF for WHS website	SH	
7.5.18	To add BAA website link to "Links" page of WHS website	JF	

Appendix A

Museum Update for William Herschel Society

May 2018

Herschel visitor numbers are currently ahead of budget by 500, also ahead of admission income target by approx. £1,200 which is great news, especially given that we have had to close due to bad weather and also opened slightly later in the year than usual.

We are looking to host another volunteer open day and also recruit additional staff, to ensure the rota can be fully supported throughout the year. Joe will pass on the details once finalised, in case you might know anyone interested in coming along to the open day.

The new till is working well but we are struggling to hit gift aid targets. We will be working on this with the team, as the new tills were brought in to simplify gift aid processes and one of our leading motivations was that gift aid income would increase. This is work in progress and we hope to see improvements as we move into the busier part of the season.

I am looking forward to meeting with the Herschel Advisory Panel, which includes representatives from previous Trustees of the museum (William Herschel Society, Royal Society, Royal Astronomical Society, University of Bath and Bath Preservation Trust. We will be reviewing the museum strategy and forward plans, as well as our programme plans for the next 5 years. Charles has this info and will be sharing it with you for thoughts and feedback so I look forward to hearing from you all on this planned work.

In terms of our programme, the exhibition is going well and we are getting a lot of attention on social media, which is great. We have more lectures and events to come. World Heritage Day was a huge success and I would like to thank those who took part. It was a great test of the potential of our partnership work with Bath Astronomers and we are thrilled with how well it went and how much interest it has generated. It has really challenged the scale of our ambition and visitor feedback was great with some people also going on to visit the museum.

Thank you for your continued support, I am sorry not to be there this quarter but hope to attend the next meeting.

Many thanks,

Claire Dixon, Director of Museums

Appendix B

Additional Note about Herschel Museum upcoming events and promotions

- Bath Spa Students are currently working on a drama project on the Herschel's which will be filmed and played in the museum and potentially online. The day it will go live is May 11th.
- The Herschel ensemble will be performing at the "Spectacular Space" event at the Royal Albert hall on May 13th. They are hoping to have a stall promoting/selling their cd's along with Herschel Museum guidebooks, museum and WHS leaflets.
- We have been approached by the Bath Festival to help promote an event for May 13th with Libby Jackson who works at the UK Space Agency and is promoting her new book "A Galaxy of Her Own".
- We also have been approached to talk about Caroline Herschel for a Podcast from USA called "Whatshername" in late (18th -21st) May. The programme devotes a whole episode discussing Women from history and their story, it has a sizable listening audience.
- We have a number of group bookings coming up in May including a special group with Professor Chris Impey of the University of Arizona, who is known for his talks and presentations on Astronomy. One of his videos on YouTube has 300,000 views. Potentially he could be a good contact for future programmes?
- We have been approached by Jerry Stone (educator and author) to potentially do a talk about the 50th anniversary of the Apollo moon landing for the Bath Festival April 2019. We could possibly fit this for the programme for a talk at the BRLSI? He has previously spoken at events like Stargazing Live, Edinburgh festival, The Royal Institution, Royal Observatory Greenwich.
- We are beginning to organise for the Museums next observing sessions for June 21st in the day and for July 27th in the evening.