



The Surname Society

Minutes of Committee Meeting held online on Saturday, 2021 Jan 09, 3 pm GMT

Present: Kirsty Gray (Chair, UK), Phyl Fanning (Treasurer, UK), Lynda Chiotti (Secretary, Canada), Gary Barton (US), Melanie Harries (UK), Theresina Lloyd (US)

Absent: Kai Poppe (Webmaster, Germany)

Agenda Item	Discussion	Action
<i>Minutes & Actions Arising</i>	Minutes accepted. Status of action items: All items from 2020 have been completed, except the following which are in progress or unknown status. (See attached for summary.) KP: 85, 89, 97, 98, 101 KG: 82, 92 LC: 88, 91	
<i>Amended Membership Application Form</i>	PF circulated a draft of the membership form, updated to comply with post-Brexit requirements. Still needed are procedures for payment via bank transfer and other options, making the wording not UK-centric.	
	PF and KG will wordsmith the form to a final version.	2021/01 PF & KG
<i>Relaunch of Scribbler</i>	MH reported that she and TL had discussed past issues and how to proceed with Scribbler. Branding should be consistent, among other things. She showed a mockup of the magazine in A5 format. There was discussion of standard sections and features length, etc. The plan is to launch with the May issue, with contributions due April 2, 2021, the first Friday of the month previous to publication. A review of the conference would be desirable. PF noted that we would need to be made aware of any costs involved. MH will confer with Jennie Fairs about past contributors.	2021/02 MH
	MH and TL will use editor@surname-society.org for contributions. KP is asked to set up the email address.	2021/03 KP
<i>Postholder Reports</i>	Finance: PF discussed the report distributed (see attached). GB asked about the current number of members: KG said Mandy has current membership numbers, published at AGM yearly.	

	<p>Moved by KG, seconded by GB, that the badges and notebooks be written off as promotional expenses. Carried.</p> <p>Moved by PF, seconded by MH, to accept the accounts as draft until completed and inspected. Carried.</p>	
	<p>With regard to an independent examiner for the accounts, PF would prefer to continue with his friend who is an accountant.</p> <p>Moved by KG, seconded by TL that Phil Mount be asked to be our independent examiner. Carried.</p>	2021/04 PF
	<p>PF and KG noted that the bank access problem is ongoing.</p>	
<i>Social Media</i>	<p>TL is considering posting to Instagram for TSS.</p> <p>GB asked about admins for our public and private Facebook groups: KG plus Kris do approvals, referring to the members list for the private group.</p>	
<i>Webinars</i>	<p>January's panel topic: How do you promote or publicize your study?</p> <p>KG will provide panel questions; LC will prepare slides.</p> <p>KP has contacted a speaker for Austria for February.</p>	2021/05 KG & LC
<i>Conference</i>	<p>We have speakers contacted for the following:</p> <p>KG has National Archives UK, NZ and Australia; LC has Library and Archives Canada</p> <p>We need confirmation by the deadline of Jan 30.</p> <p>TL will find someone at US National Archives.</p>	2021/06 TL
<i>Privacy Policy</i>	<p>PF is dealing with the change of regulations for the privacy policy post-Brexit, and is getting help from a solicitor friend.</p>	2021/07 PF
<i>Projects</i>	<p>KG explained that we keep an open item for projects.</p>	
<i>Other Business</i>	<p>TL agreed to the join committee. KG will move the time of committee meetings to 5 pm GMT.</p> <p>KP is asked to add her to the committee email list.</p>	2021/08 KG 2021/09 KP
<i>Future Meetings</i>	<p>Feb 20, 5 pm GMT</p>	
<i>Adjournment</i>	<p>Adjourned 4:20 pm GMT.</p>	

The Surname Society's

Summary of accounts for Committee Meeting 9th Jan 2021



Accounts as at year end Dec 2020

Balances held at beginning of 2020

Paypal £ 446.16

Barclays £ 4161.29

Total	£ 4607.45
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Balances held at year end 2020

Paypal £ 368.30

Barclays £ 4441.39

Total	£ 4809.69
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Income for year £ 1902.65

Expenditure for year £ 1699.11

Difference (Income in excess of Expenditure)	£ 202.24
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Liabilities (MyHeritage) £ 38.61
(Half of 77.23)

Assets

Badges (300) £ ??????

Sweat shirts £ ??????

Note Books. £ ?????

(At the present moment some of the sweat shirts and note books are stored away at Mandy's because of Covid. Owing to roof damage to the attic she has not been able to count them.)

Analysis of Income

Membership	$\pounds 1315 + \pounds 110 + \pounds 185 = \pounds 1610$
My Heritage / Family History	$\pounds 182 + \pounds 89 = \pounds 271$
Other (sale of polo shirt, etc)	$\pounds 18.00 + \pounds 3.65 = \pounds 21.65$

Analysis of Expenditure

Publicity Material	$\pounds 1079.38$
Website + Zoom	$\pounds 328.38$
Other	$\pounds 166.85$
Charges	$\pounds 132.50$



Phyl N Fanning

6th Jan 2021