



Minutes of the Staff Association Annual General Meeting held on Wednesday 12 November 2014

34 members attended.

1. Apologies for Absence

Apologies were received from Jason Berry (chair) and Lynn Kerin (vice treasurer).

2. Minutes of the AGM held on 13 November 2013

No objections were raised concerning the minutes of the meeting held on 13 November 2013.

3. Matters Arising

There were no matters arising.

4. Chair's Report

The current Chair's report was made available for members to read. In his report Jason Berry said it was a pleasure and honour to act as Chair of the UEA SA. He noted the success of the train and chips the Ski trips. He highlighted how the Staff Association executive had secured the continued use of The Pavilion, despite initial news that this was to be taken away from the SA/RA. He called on members to take an active role in the SA executive and socials team. Members were thanked for their support and hard work in keeping the SA a vital part of UEA. He apologised for some problems over the last year. He specially thanked Helen Mount and Sadie Skipworth, stepping down as Vice-Chair and Membership Secretary, for their help and support during the lifetime of their roles. He called on members to fill the vacant officer places.

5. Treasurer's Report

The Treasurer's report was made available for members to read. Yvonne Formanski-Nicholson noted that the report relating to income from Badminton ought to read £18.09p. She noted that income from subscriptions was down, as had been the trend in recent years.

The accounts were still in the process of being audited.

6. **Social Committee Report**

Sharon Weekley very much thanked Peter Bilverstone for his hard work in arranging and managing the Ski trip this year. It was noted that it was likely that the 2016 Ski trip would take place in our usual preferred venue. Beth Henderson, Angela Hook, Lynn Kerin, Tracey Hobbs and Yvonne were thanked for their hard work and support in organising the various trips throughout the year. She called on members to express an interest in the events for the coming year, which had been circulated to members ahead of the AGM.

It was noted that the size of the social committee remains small (6 members) and Sharon encouraged members to take up the opportunity to benefit from a free place by expressing an interest in organising an event. She further noted that members would only be committing themselves to running one event – they would not be called upon to run a series. Sharon also noted that male members of the committee/event organisers would be especially welcomed.

The book swap continued to be strong, meeting on the first Wednesday of every month, and new reading groups have been arranged this year.

Sharon warmly invited members to attend the Quiz in January, to help make the case for keeping use of The Pavilion, and noted that there would be free pizza!

7. **Staff Association Club Reports**

The Sports report will be circulated to members after the meeting.

i) **Angling-** Chris Browne, Chair of the Staff Association Angling Club provided a report to include an overview of the club's facilities offered to members – reiterating that the rates to fish on the UEA Broad were very advantageous in comparison to costs to members of the public. The club scheduled Open Matches for September 2014 and March 2015, but these have, with regret, been cancelled due to dwindling support. Future matches may be scheduled following the club's AGM in 2015. The webpage has received 40,000 new visits in the last 12 months. A breakdown of the permits sold to SA members and the public was supplied. The first ever 40lb carp was produced this year by the fishery – a first in the clubs 35 year history. Thanks were expressed to the Post Room team, the Security team, the Traffic Office, the Estates liaison team and the Estates Grounds team for their support in helping the club to run.

8. **Proposed Changes to the Constitution**

No proposed changes to the Constitution were proposed. Possible changes for 2015 included: reducing the quorum for AGM and general meetings to 25 members; instituting the officer role of assistant to the membership secretary (the role having grown in complexity).

9. **Election of Officers**

Committee members elected for 2014/15 are:

Chair:	no nomination
Vice Chair:	no nomination
Treasurer:	Yvonne Formanski-Nicholson
Vice Treasurer:	no nomination
Secretary:	no nomination
Membership Secretary:	June Abbey or Beverly Youngman
Social Committee Chair:	Sharon Weekley (incl. Sports Coordinator)

Other Executive Committee Members: Trevor Smith, Sadie Skipworth, Sarah Morris (Marketing & Publicity), Victoria Hawkes and Nicola Howlett

Social Committee Members: Beth Henderson
Angela Hook
Yvonne Formanski-Nicholson
Tracy Hobbs
Diane Whalen

Co-opted Committees:

Membership: June Abbey
Beverly Youngman

Website: Sharon Weekley
Heidi Prada

After the meeting, the following nominations were made:

Chair: Sharon Weekley

Vice Chair: Isla Fay

Vice Treasurer, Lynn Kerin

Secretary: Diane Whalen

The Executive Committee will meet to ratify nominations shortly.

9. Any Other Business

9.1 Pavilion

It was noted that there were rumours that this might be knocked down, but that the SA executive made a formal representation to the Space Management group about the importance of the SA having space on the campus. It has been confirmed that there are no plans to change access to The Pavilion at the moment, but that further representations may be necessary in the future in order to keep the space. It was noted that there is currently no social space provision for staff on campus: staff are required either to pay for lunch in one of the campus venues, or eat at (small) desks or in open plan offices. It was noted that it would be desirable to have a space where staff could relax and eat over lunchtimes. The Pavilion is not accessible enough to central campus staff to fulfil this role.

9.2 Introductory Staff Conference

A member noted that at a recent CSED conference for new staff, there was no SA presence. The executive confirmed that, ordinarily, an executive team member does attend with banner and flyers for a stand at lunchtime, but that this was normally allocated to a side room. The issue will be raised by the SA executive with CSED concerning whether the SA's visibility could be raised at this event. It was further suggested that a note concerning the current SA website link might be included in the contract email sent to new staff. [**Action, Sarah Morris**]. The SA exec will also pursue the opportunity to match New Starter reports with the membership report [**Action, Sarah Morris and Sharon Weekly**].

The possibility of automatic enrolment was ruled out, because the SA requires a sub from members.

9. **Staff Association Executive**

A vote of thanks was proposed to the current Executive for their lively reinvigoration of the Association – and to the membership for their continued support. Members were wished Merry Christmas!

10. **Provisional Date for the next AGM**

This was set as Wednesday 10 November 2015

There was a prize draw of 1st place: £50 John Lewis vouchers, 2 x 2nd place: £25