**NOTES FROM HGS COMMITTEE MEETING – 9 ERISKAY ROAD, INVERNESS – 5 NOVEMBER 2014**

1. **Present:** Alan Thompson (Chair); Alison Wright (Secretary); Ann Reynolds (Acting Treasurer)

 John Adamson ; Anne Cockroft (Committee Members)

**Apologies:** Rhona Fraser; Andy Leggatt; Eddie Lynch

2. **Notes from the last meeting**

These were accepted as a correct record of the meeting.

It was noted that the library project is moving forward; all books held by Peter C have now been passed to library staff and Ann has completed the labelling and transfer of Sinclair’s books.

AT will investigate the possibility of a visit to Inverness Museum in early 2015, but all other actions are now complete.

 **Action**: AT to progress

3. **Programme of winter talks**

Winter talks for 2014/15 are in place and AT agreed to highlight the change of time and venue re December’s visit to Inverness library. AW asked for suggestions for autumn talks next year and a couple of ideas were put forward. It was suggested that if a week long excursion is planned for 2016 the field trip leader should be invited to give a preparatory talk in March or April.

**Action**: AW to progress

4. **Programme of field trips**

The week long excursion to Mull has been booked for 25 April to 2 May and Roger Anderton has agreed to lead a trip to the Garvellachs on 16 or 17 May, dependent on the weather conditions being suitable for the boat trip across. A second day in the Oban area would be sensible so AW will raise this and then add the details to the next newsletter. Martin Hind will lead 2 day excursions for the society: 20 June to look at glacial features on Ben Wyvis and 10 October top visit the Scatwell Mica Mine. Both trips will be open to the public and advertised through the Highland Ranger Service leaflets and website. It was suggested that another weekend and/or day trip in August or September would be useful so AW to ask EL if he would be willing to lead a trip to an area of his choosing. AR noted that all the trips were north or west of Inverness; AW to investigate the possibility of a trip eastwards if a further excursion is required.

 **Action**: AW to progress

5. **Standard letter**

AR and AT produced a standard letter to go out to new members on joining the society, the wording of which was approved by the committee; a library form will also be sent out to new members

 **Action**: AR to action as required

6. **Communications and Marketing**

a. AT investigated the type of display panels used by other societies to promote their activities. The pull-up display panels are useful but the artwork is obviously fixed which limits their effectiveness. The simple triptych panels are lightweight and flexible in that the images/text can be updated as necessary. It may be possible to borrow/hire display boards and AW will investigate if this is an option for the conference in Elgin Museum next year. AT will also see if NOSAS are willing to loan their new boards to the society if required.

 **Action**: AW/AT to investigate

b. the society used to produce a tri-fold flyer for publicity purposes and AR agreed to produce a new draft for perusal.

 **Action**: AT

7. **Rock specimens**

AL has valiantly compiled a list of specimens bequeathed to the society by Tony Harris and noted that there are some interesting specimens, although the rocks are generally of limited monetary value. It was agreed that John Faithfull at the Hunterian Museum should be told that we have these specimens in case they have any scientific value.

 **Action**: AT to email JF

8. **Governance and Administration**

A new independent examiner has been appointed to review the accounts prior to their presentation at the AGM and subsequent submission to OSCR. The office bearers will meet before the AGM, with other committee members welcome to attend if they are available. The Treasurer’s handover should take place next month, all being well. AT also noted that thought needs to be given to succession planning to ensure that members do not feel coerced into taking on roles within the society for inappropriately long periods.

 **Action**: AT; AR/RF; AW

9. **AOCB**

The Friends of Hugh Miller have requested that the society renews the affiliation put in place last year. It was agreed to send them £20 again this year and to formally raise the question of affiliation with the wider membership at the AGM.

 **Action**: AW to write to FoHM

 AT to raise at AGM