

BRITISH CACTUS & SUCCULENT SOCIETY

Minutes of the Board of Trustees Meeting, held on Saturday 2nd December 2017 at 11.00 a.m.
at the Holiday Inn, Milton Keynes, Bucks.

<u>Present:</u>	Dr Alasdair Glen (AG)	Chairman
	Dr Jim Gibbs (JG)	Vice Chairman
	Mr David Kirkbright (DK)	Treasurer
	Mr Eddy Harris (EH)	Secretary
	Mr Tony Morris (TM)	Membership Secretary
	Mr Al Laius (AL)	CactusWorld Editor
	Mr Barry Tibbetts (BT)	Shows Committee Representative
	Dr Tony Mace (TMA)	Publications Officer
	Mr Bill Hildyard (BH)	Forum & Website Administrator
	Mr John Arnold (JA)	Legal Advisor
	Dr Alan Bromley (AB)	Marketing Officer
	Mrs Suzanne Mace (SM)	Committee
	Dr Hazel Taylor (HT)	Committee

AGREED VERSION

Prior to the start of the meeting Mr Kirkbright presented the book (Succulents of Southern Africa) that Dr Mace had wanted as part of his award of Life Membership. Mr Kirkbright had been in touch with the book publisher and had managed to get a case-bound collector's edition of the work, which he then presented to Dr Mace to applause from the rest of the committee.

Before starting the meeting Dr Glen thanked those members of the committee who had expressed their condolences following the death of his wife in October. He also welcomed Dr Hazel Taylor who had been co-opted as one of our annually elected Trustees.

17/37 APOLOGIES FOR ABSENCE

Mrs Alice Vanden Bon.

17/38 MINUTES OF THE BOARD MEETING HELD ON 29TH JULY 2017

As there were no further corrections since our last meeting, an agreed copy of the minutes was formally signed by Dr Glen.

17/39 MATTERS ARISING FROM THE MINUTES

17/27/3 Steve Hammer's 'Treasures of the Veld' – Mrs Vanden Bon had now sent the picture files to China as requested.

17/27/4 Ways of Promoting the Society – The extra journals had been passed to Mr Thwaites and incorporated into the Society 'goody bags'. These had then been distributed to the attendees of the G.M.G. Awards meeting. Mr Thwaites had passed a booklet of the meeting programme to Mr Harris which specifically featured our Society and the 'goody bags' and which Mr Harris passed around to members of this meeting for their information. Mr Thwaites had also been in touch with both our Patrons and although he was yet to hear from Ann Swithinbank, Tom Hart Dyke was proving very keen to help promote the Society and would make an appearance at any of our arranged events once he knew the dates for which they were arranged. He had already promised to appear at the Zone 15 event at Hyde Hall in July.

17/40 ELECTRONIC DECISION MAKING

Awards – Two Robert Holt Meritorious Awards and four D.O.M's were agreed.

17/41 COMMUNICATIONS

Cactus Society of Cyprus – Mr Harris had been contacted by a member of the Society asking if it was possible for them to purchase one of our Digital Programmes at some future date. He had forwarded this to Mr Lambie who had now taken over from Dr Tebbenham. He had also learnt that as they were not members of our Society and that they also wished to become affiliated members which they had now done, so there would not be a problem if they wished to purchase in the future.

17/42 REPORTS OF OFFICERS

1. Vice-Chairman:

- a) Zone Reps Meeting – Dr Gibbs said that this had followed previous trends in that only 9 of the 16 Zones had been able to attend. Discussion on the agenda items had been lively and there had been a positive feeling about increases in branch membership, i.e. Zone 3 reported Sheffield branch as having the highest membership in living memory, Zone 12 were having great success with their satellite meetings, Zone 15 were benefitting greatly from their participation in Hyde Hall events and Manchester branch's success in appointing members to shadow their main officers. Some of this was tempered by difficulty in a number of branches which reported a lack of members willing to serve on aging committees, a few branches reporting very small memberships and meeting attendance and the likelihood of the imminent closure of Bridlington branch which would have a knock-on effect with speaker tours shared within Zone 4. Other items of interest highlighted were Teesside branch's 60th Anniversary next year, Northumbria branch's proposal to revive a Zone Show and Cornwall branch using Skype-style meetings to offset their difficulty in attracting speakers to travel there. One secretary commented on the lack of obvious members' benefits beyond the journal to attract new members and highlighted public displays as essential, especially as it was felt that the general public often said that they had never heard of the Society. The former observation did evoke some comment from other members of this committee, such as the membership benefit of the annual seed list and that membership didn't always produce discounts on book sales and that one didn't have to be a member to attend Society events. Those who had attended the new format A.G.M. deemed it a great success in many aspects and commented that although the speaker

quality had been good, the talks were far too short and better instruction should be given, suggesting that between 1 and 1½ hours would be a good balance and allowing time for socialising. Perhaps a talk on a plant group would balance a travelogue and an increase in plant sales, if chosen carefully to reflect choicer plants, would increase attendance. Other topics discussed included the possibility of an electronic only speakers list, Society displays at Botanic Gardens, consideration of contingency plans if some branches disappeared and whether the digital presentations might be available free on the new website.

- b) Waltham Forest Branch – Stirling Baker, the Zone 15 rep, had now organised a committee and a full 2018 programme for the branch to avoid it having to close. Mr & Mrs Jackson, the previous Secretary/Chairman and Treasurer respectively, had written to Mr Kirkbright asking permission for the branch to close and forwarding a cheque to cover the branch's assets. As the branch was not now to close this would be paid back to the new branch Treasurer once he had organised its new bank account.
- c) Speaker's List – He said that the requests for updates were ready to go out to speakers in preparation for the new edition. This had been delayed slightly until we had resolved the problem related to gathering the necessary permissions to comply with the new data protection regulations as he did not want to send out two different sets of requests. This was discussed elsewhere in this meeting and resolved. (*see minute 17/48*)
- d) Secretary's Pack – Dr Gibbs apologised for the lack of progress on this item and said this was basically due to other more important items coming up which needed his immediate attention. He hoped that a draft version should be in existence soon.

2. **Membership Secretary:**

Mr Morris stated that since the end of July 2017 he had enrolled 170 new members, 24 of whom had also subscribed to Bradleya. This compared with 131 at this time last year. These comprised 110 Full, 46 Senior, 6 Associate and 8 Junior. Of these 12 were from overseas (4 from U.S.A., 3 from Spain and 1 each from Austria, China, Cyprus, Germany and Israel). 8 persons had joined using the Welcome Pack reduced price offer (currently a total of 107). He had also reinstated 5 former members. He said that David Rushforth had supplied him with a batch of seeds for distribution to new members in their Welcome Packs and that there would be a need for another batch of seeds before he received the unsold seeds from the December list. He had asked David Rushforth if more seed was possible and understood that he was 'working on it'. Mr Morris remarked that he was aware that many branch secretaries delayed contacting their new members when they were informed of them joining and felt that they should be urged to do so as soon as possible.

3. **Treasurer:**

- a) Membership – Mr Kirkbright gave an updated current membership compared with the same time as last year which was: Full 1,589 (+16), Senior 1,104 (+35), Junior 33 (same), which when added together, the Journal taking membership total was 2,726 (+51). Associate membership was 200 (-6) and 84 Full members had switched to Senior and 50 the other way, which if these were taken into account the totals would be Full (+50) and Senior (+1). He also said that 217 Full members, 82 Senior and 15 Juniors who were members at the end of 2016 had not renewed for 2017. This did not include any who asked to be deleted or we were notified as deceased and therefore removed from the database.
- b) 2017 Calendar – This had made a net loss of £296 and sales to date of the 2018 calendar were £950 below costs. It was hoped that the flier in the December Journal would stimulate more interest.
- c) Gordon Rowley Publication – Net sales after post and packing and card/Paypal charges were £4,933 which was 39% of our capital outlay.
- d) WebSite Rebuild – To date we had paid out £9,292 towards the redesign and build, which was just under one third of the estimated cost. So far we had seen very little results.
- e) 2018 Convention – He said that the contract with Leicester University included 150 rooms with catering currently booked for 130. So far 49 people (excluding speakers) had booked for this which was very much below what he had hoped and well below the 108 who had booked by the same time for 2014. The 49 included 6 Trustees and 3 of the organisers. This compared with 101 residential places and 4 non-residential places in December 2013, with a final figure of 127 residential places and 11 non-residential places by August 2014. Only 13 sales tables had been booked to date compared with 36 in December 2013 and a final figure of 44 by August 2014. Dr Taylor asked if it would be possible to have a table to publicise the Shows Committee and what they did and this might well be possible in the main room. Mr Hildyard said that the Convention needed to be advertised on our website as well as this was currently not so.
- f) 2017 Accounts – Copies of the audited accounts were signed by the required Trustees as correct. A copy of these was attached to his report and these would be published in the A.G.M. agenda together with together with his supporting notes to the Charity Commissioners. Dr Taylor queried this and said that the documents provided were only the profit and loss accounts and balance sheet, not the full accounts which included the notes to the accounts and the annual report of the Trustees. She felt that all the Trustees should see and approve full accounts including the Trustees' report on the year, which is drafted by Mr Kirkbright on behalf of the Trustees. Mr Kirkbright said that he had to send these accounts to our auditors in October together with the short report that he produced and these were both incorporated in the auditor's report. This report was then sent to the Charity Commissioners and then published on their web site soon after. So the earliest these documents could be approved by the nominated Trustees was at our December meeting. He said that the same documents were published within the Society as part of the A.G.M. agenda. Dr Taylor said that she had read last year's documents and had felt that they were very negative and added that most organisations used their accounts as both a marketing and publicity tool, as we should do. Mr Hildyard felt that our accounts should be published on our website. Mr Kirkbright said that he didn't see our accounts as a publicity/advertising tool and Dr Glen said that the process of dealing with the accounts had not changed in the history of our Society. It was said that we should try to do something different next year and Mr Kirkbright said that if there were changes to be made then he needed somebody else to produce the accompanying report, by say 12th October. Dr Taylor felt that we had far too much money in our reserves and that as a charity we should be using our reserves to finance activities for the public benefit and suggested that we found means of doing so via maybe an appeal in the March journal for suitably detailed projects which we could finance and spend our surplus. The Trustees agreed that we had a wonderful opportunity to make a real difference by deploying some of our central funds on activities that would raise the public profile of cacti and succulent plants and the pleasure to be had from growing them. Dr Taylor said that she would produce such an appeal for publication in the March journal (**HT**). However, this might not be as effective as we hoped, judging from our experience

with the Conservation/Research fund, where despite increasing the sum that could be donated to a project, we were still unable to reduce the fund total. Mr Morris said that a possible project might be the renovation of the Winterbourne collection at Birmingham and suggested that Gill Mills of Birmingham branch be contacted about this.

- g) Accommodation Payments – The current list was reviewed, minor changes made to it and these then agreed by this committee. It was mentioned that Brendan Burke had been difficult to contact recently and it was wondered what the current status of our book library was. An alternative method of contacting him was put forward and it was also suggested that perhaps both the book and journal librarians issue short annual reports for this meeting. It was said also that once Gordon Rowley's permanent library was up and running, our libraries would be combined with this.

4. **Shows Committee:**

- a) Judges Course 2017 – Mr Tibbetts reported that this had been the main focus of their last meeting and was considered very successful with a total of 42 attendees, 3 of whom were first timers. All the arranged programme had been well received, the only negative comment was that several attendees had been unable to hear all of what the speakers were saying and it was agreed that the Society P.A. system would be used in future. The judging tests went well and the following attendees passed for the first time: Shaun Biggadyke (cacti), Philip Greswell, Gregory Bulmer and Ian Armstrong (succulents). Ian and Philip were now qualified in both sections.
- b) Judges Course 2018 – The dates for this were confirmed as Friday 31st August to Sunday 2nd September. As the 2017 course had made a £800 loss, it was agreed that charges for 2018 would be increased to £150 for delegates and £90 for speakers and committee members.
- c) Mal Weobley – He had announced that he was going to stand down as both Chairman of the Shows Committee and the Committee itself due to his ongoing health problems. He had served the committee well over many years, especially in organising all recent Judges Courses and would be greatly missed.
- d) R.H.S. – He had contacted the R.H.S. about having a publicity stand at their annual Flower Show at Wisley. However, they had changed the layout of the event and this year they had got rid of their big marquee and given a slightly smaller one to the *Dahlia* Society to stage their Annual Show, but that there were no other plant Societies on site. He had contacted the organiser of the event and was told that the 2018 Flower Show was already booked up and the earliest time would be 2019. He felt that it was now totally unsuitable for our purpose. He had then gone to another meeting at Wisley and this had proved very useful in that the R.H.S. now seemed intent on doing as much as they could for their affiliated Societies, as had been the experience of those currently liaising with their R.H.S. Hyde Hall site and was also the case at all their other sites such as Rosemore and Harlow Carr, which had purpose built sites. He felt that we should take advantage of this and their preference would be for us to stage two day events. He felt we should have suitable publicity material for such events and Mr Hildyard said that he would help where necessary. Decisions on this could be made electronically.

5. **Conservation Committee:**

Projects – Mr Hill reported that a proposal had been received from Peter Berresford to partially fund a project in Texas to grow *Lophophora williamsii* on a large scale. The former had drawn attention to the use of the species by some indigenous American tribes for ritual use and the shortage of plants in Texas for a variety of reasons. It was agreed that the project was not conservation, the species was not a rare plant as it grew over a wide range and was not considered endangered. Political reasons came into the proposal to produce plants and that for the B.C.S.S. to take part could result in adverse publicity in the news media. The amount of money to be put in the project being proposed was immense and we could not afford to commit a large amount of money nor commit to spending over a long period and hence the project was unanimously rejected. He said that the Conservation Committee used to be on the list of consultant groups maintained by Defra and was often asked to comment upon proposed legislation. In around 2011, Defra made several changes in procedure and consultation ceased, as did organised meetings with Defra and Flora and Fauna Societies. It now appeared that there had been a rethink and a communication from Defra had been received via Mr Harris to comment on a proposed change in plant regulations. The committee were pleased by the revival, but unfortunately the change was to affect the import charging of potatoes from specific countries. To not answer might be taken as a lack of interest and we would lose the position of a consultant group. It was therefore decided to send a reply that we had no experience or knowledge on the specific subject and could not give any useful response. However we hoped to do so on the next consultation. An email thanking us and looking forward to future consultations had now been received.

6. **Research Committee:**

Alan Hill reported that an offer of £1,000 had been made for the proposal from Ignacio Soto, entitled 'Cactus and Succulent Diversity in the National Reserve of Valle Fertil, Argentina: Second Survey and protection strategies' mentioned in the July minutes. The committee was waiting his acceptance. A proposal had also been received from a Canadian academic entitled 'The dispersal of *Opuntia fragalis* in sea water' and was focussed on populations on some very small San Juan islands of Washington State in the Salish Sea. There was a split vote on the project but the body of opinion was against funding. The primary concerns were that the scope of the project would not be of interest to most members, covering an aspect that was of little interest to cultivators and concerned a specific population of a species rarely cultivated, if at all, in the U.K. In addition, the species concerned was not at risk, so the broader value of research findings was limited. This generated a query from Mrs Mace asking if the concern was more that the dispersal might be detrimental to other flora where *Opuntia fragalis* might be washed up, as we had heard so much of this type of pollution and this was why the grant was needed. Mr Hill replied that the academic had explained that he went to the area for some reason and noticed that the *Opuntia* could be found on some islands, but not on others and he questioned how they came there. There had been no mention of it being invasive, which if that had been the problem, the project would have been redirected to the Conservation Committee. The proposal involved collecting samples of the *Opuntia*, immersing them in sea water for two weeks and then seeing if they would then root down in soil. It was felt that most members would not agree if the committee spent £1,900 of Society money just to show an hypothesis on this topic.

7. **Journal Editor:**
Mr Laius stated that there were currently 8 articles which were ready, 5 articles that were with the production team awaiting design and layout and 5 that were work in progress. There were enough articles for the next 2 issues and beyond. He said that the December journal was on schedule and would contain 10 articles, as well as the seed article, Cactus Talk and an extensive Lit. Review. It had been put together by Mrs Vanden Bon. BioOne had by now received all the older copies of Bradleya as they had agreed to scan these at their own cost and deduct the charges from any initial payments due to us. This had turned out to be the best solution to a tricky problem. They now had all the material in place so that Bradleya could be launched on the BioOne platform, commencing 2018. All that remained for him to do was to upload all the Bradleya files from issue 19 onwards to the archive section on the B.C.S.S. server, so that that they were not lost.
8. **Technical Editor:**
a) Journal – Mrs Vanden Bon in a written report said that the December journal was on schedule, the proofs approved and signed off. There were 3 inserts for this quarter: the B.C.S.S. 2018 Calendar advert./order form, Seed List and Subs. form. It would be produced by Swallowtail. She also reported that once the seed list had been checked it had been necessary for some labels to be corrected. As packaging and labelling of seed was completed before the list was received this meant that, thanks to our very proficient proof-readers, some seed had needed new labels to be printed. She had obtained new labels and printed the corrected names and these were with the Seed Distributor, Mr Lewis, for him to attach them to the appropriate seed packets. Minor spelling mistakes had not been corrected on the packets, but were correctly shown on the seed list. She hoped to provide a word document of the seed list for Mr Hildyard to upload to the server before she went on holiday on Friday morning. This would include the additional habitat details for which there had been no space for on the seed packets.
b) Journal Layout Work – She again reiterated that she would be unable to continue with the current workload indefinitely as her time restriction due to the journal production was proving problematic with the planning of holidays. She envisaged not carrying on within 2 years maximum (say by the December 2019 journal) unless more assistance **with the compilation of the Journal** was forthcoming.
9. **Advertising Officer:**
a) Advertising – Mr Quail's written report said that the 4th quarter advertising income was £414 (£408 last year).
b) CactusWorld Production Trainees – He said that one of our new trainees Phil Crewe, had completed his training and was now a fully operational member of the layout team. The training of the second trainee remained suspended due to family illness, whilst the third trainee had started his training.
c) Journal Layout – He said that he understood that Mrs Vanden Bon had indicated a wish to reduce her layout workload within the next couple of years and informed us that he also wished to do so by the end of the same time period.
10. **Bradleya Editor:**
Mr Charles reported that at this early stage he had seven papers in various stages, from firm promises to papers out for review. The amount of Cactus material was encouraging. He said that Bradleya 35 had been well received and had already been reviewed in a number of journals.
11. **Publications/Internet/Website Officer:**
a) Publications – Dr Mace reported he had been busy sending out various publications over the last few months, particularly orders for the Steve Hammer *Lithops* book, some resulting from Dr Terry Smale's T.V. broadcast. He hoped to get a surge of calendar orders when the December journal arrived and said that post publication orders for this year's Bradleya had also seemed brisk, possibly driven by recently joined members. He had refused an offer to re-sell John Pilbeam's 3 self published books as he didn't want to increase his current workload. He ended his report by stating that he still had extensive runs of the U.S. and German journals from the late Bill Maddams' library which he would like to find a home for.
b) Internet/Current Website – Dr Mace said that again, unfortunately, there had still been no volunteers to date to back up his role as server manager. He said that this was particularly unfortunate as the work was rapidly increasing in the time required due to exponential attacks by malware and viruses on internet servers and increasing vulnerabilities of more sophisticated on-line software. He was now spending around 10 hours/week in dealing with such things and last week had been particularly bad with nearly double that time required. He was indebted to Yann Cochard for his technical advice and work that he was doing to solve these problems and asked that he be added to the free literature list for this help. This was agreed unanimously. He said that one small bright spot was that Ralph Martin's field number database was now operating from the B.C.S.S. server.
12. **Update on the Society Digital Programmes:**
David Lambie reported that Sonia Barker Fricker's 'Big Bend' talk had been released, the '2012 National Show' talk was under review and a first draft of corrections completed and that a new draft of programme 10 (Cactus Flowers) was under review. This was initiated by Laurie Poulson who, off his own initiative, had spent time cleaning up scratches and dust on the images and thus had created a substantially improved copy and shared it with the Society. At the same time he had been looking at both improving the sound and introducing subtitles to the 'Cactotherapy' DVD. This might not prove as successful. He gave an update on progress on the current creation of new programmes currently being undertaken and said that some current programmes had mistakes which needed to be corrected. He also said that some branches were still using slide sets and that he needed to monitor these and withdraw them if their quality deteriorated. He said that the new separate Digital Programmes list was in draft form with the inclusion of improvements and updates included. He had had a request for a programme from a member of the Cactus and Succulent Society of Cyprus who wanted a film to be shown at their December meeting and he wanted clarification of the rules for doing so as they were not an affiliated Society. However, this had now been resolved (*see minute 17/41*). He said that the Digital team felt that the sale of our programmes should be more widespread than to Branches and Affiliated Societies and this was agreed by this committee.
13. **2018 Convention:**
Mr Arnold reported that he had agreed the December journal advert. with David Quail, following the format established for the 2014 one for the lead-up journal information. He also included a programme with all the revised information and if

agreeable to this committee, which it was, he would consider it to be the final version and send copies out to all of our arranged speakers. He had not mentioned on the programme if we were to have an auction or a photographic competition (which it was agreed we would not). David Minnion was organising the trade stand area and the final items such as a goody bag and its contents would need to be organised. Following our last Convention, Dr. Taylor has suggested to him about having a question time with the speakers and delegates at the end of the event but although he had liked the idea, he didn't think there would be sufficient time for it, plus most speakers were from abroad and would wish to get away quickly after the Convention.

14. **Marketing Officer:**

Dr Bromley's report included a survey of the activities currently on the Social Media scene, but with a comment that most 'tweets' appeared to come from a small number of participants. He also reported on the Wisley event that he had organised in August, but said that it had not been as successful as he had hoped, due to lack of Wisley support in publicising the event and said that Wisley had apologised for this and offered another date in the Easter holidays next year. He said that the seed raising kit had been clearly successful at the September Dundee Flower and Food Festival event which Dr Gibbs had participated in, but that his publicity of this at the Zone Reps meeting had evoked responses from only 3 Zones who were keen to use the kit at their events in 2018. He would like some central funding for say 200 kits which he gave estimates for and these would cost some £74.30p (say £0.37p/kit) and provided the material for a advice leaflet to go with this aimed at both the children and their parents. This was agreed. He said that the Directory of Botanical Gardens which were willing to publicise the Society was nearing completion and should be available to be posted on our website early in the New Year. He also mentioned that the Edinburgh Botanical Gardens would display a Society poster and that he and Dr Gibbs would be following this and other aspects up with them. He asked that that Juliet Morris-Gell be formally appointed as our Children's Education Officer as she was currently designing a module that looked at Cacti and that this would also include raising some from seed. This was agreed by this committee. He also mentioned Tom Hart Dyke offer for free entry to his World Garden for Society members as part of his own research into membership needs and benefits, but said that Tom would have difficulty in determining who were members and advocated that a list be provided or that the use of the proposed new membership card be introduced. Mr Harris said that Mr Thwaites had also mentioned this in his report to him and felt that the latter could arrange other advantages for Society members and other future benefits. The membership card would therefore be considered, but what form it took was yet to be decided. He also publicised supporting Zones and Branches at outside events and his e-newsletter which he had now been publishing for a year and had proved welcome by most members. He said that we needed to provide suitable up-to-date promotional material for outside events and needed a small group to spearhead this.

17/43 **BRANCH INNOVATION AWARD**

Applications had been received from Bradford, Chelmsford and Sheffield branches and following discussion of these it was agreed that the Sheffield one was the overall winner. It was said that although Peter Cowdell had been a prime mover and had written the application, it had been a known branch submission and would be awarded to the branch. Mr Harris would write to the other branches informing them that they had not won soon after the minutes of this meeting had been circulated as he had done on previous occasions.

17/44 **2018 SOCIETY A.G.M.**

Mr Harris had issued the advance A.G.M. notice for inclusion in the December journal and also contacted the various officials to produce their reports for the agenda. Mrs Mace said that she had arranged the two speakers who were Anton Hofer (Switzerland) on 'Cactus Vegetation of Sierra Paila, Coahuila' and Dr Keith Bensusan (Gibraltar Botanic Gardens) giving a talk (title t.b.a.), but whose subject matter would cover the garden's recent history with a focus on succulents. Mr Harris would produce the agenda once the reports were received and pass these to Mr Quail to lay out (**SM/EH**). To try to increase attendance the agenda would be publicised on the Forum, Facebook and via the Zone Reps meeting. It was also agreed that the voluntary cash collection after the speakers had finished would be abolished.

17/45 **SUCCESSION AND FORWARD PLANNING**

Mr Kirkbright said that he had asked that this be included as he intended to stand down as Treasurer after the 2020 National Show and felt that we needed to know what major officer positions needed to have a planned replacement. Mr Harris also felt that he would be standing down as secretary in two years time having currently completed 25 years. He had no replacement for his position in mind but said that his workload was seasonal. Mr Morris also said that he was willing to continue until say the early 2020's depending on what his workload would be via the new website. It was also said that Mrs Vanden Bon wished to reduce her workload and Mr Quail had indicated that he also wanted to do so. Dr Taylor said that it might be possible to get unpaid volunteers from outside the Society and that there was a process for doing so, eg. via the website www.icaewvolunteers.com (especially for financial roles). Mr Laius asked that anybody wishing to stand down from office should provide him with their job description for inclusion in the journal.

17/46 **REPLACEMENT SEED PURCHASER**

Dr Mace said that Andy Palmer had been approached about this and had agreed to do so. It was said that David Rushforth had already bought next year's seed. Dr Mace felt that possibly the role could be an ongoing function but that we needed to contact Andy Palmer to see if he was still interested and could possibly take over the role for the 2020 season (**T.Ma**).

17/47 **SUGGESTIONS FOR A SHOW VENUE FOR THE 2020 NATIONAL SHOW**

Messrs Tibbetts and Kirkbright had visited the East of England Show ground at Peterborough to see what facilities were available. Mr Tibbetts said that it was very convenient for nurseries from abroad being only some 20 miles north of our previous venue of Wood Green. He then showed the layout of the hall and said that although it was more expensive than Wood Green, there were extensive separate car parks for the exhibitors, nurseries and visitors. They would only charge for what space we wanted and there were adequate catering facilities there as well. They would also publicise the show both locally and via their website. It was also said that there would not be other events taking place in the same area. Lighting in the arena would also be far better than Wood Green. There would be an indoor space next to the show area for about 100

vehicles so that exhibitors could unload and load their plants under cover. The planned table count was higher than used at Wood Green, so we could attract a few more nurseries. Mr Kirkbright said that the overall cost would be some £14,000 compared with £9,000 at Wood Green, but we would not be paying a commission to a local branch to assist in the organisation. Nurseries would be charged £35/table plus VAT and he estimated that door entries would increase from the 900 entries for Wood Green to 1,100 as a result of the increased local publicity. He would not be considering a two tier charging system (differentiating between members and general public) and was totally against having free entry for members as this would mean a loss of some £6,000, but it was agreed that this would be considered at a later date. It was agreed by all that we use this venue and book it for 21st/22nd August 2020. It was also mentioned that we might risk losing a lot of overseas nurseries as a result of Brexit and this might well affect attendance.

17/48 **DISCUSSION ON GENERAL DATA PROTECTION REGULATION**

Dr Taylor had produced a discussion document outlining what these new G.D.P.R. regulations covered (they applied from 28/5/18 and replaced the old Data Protection Act (D.P.A.)), and the reasons for them in these days of identity theft and fraud and also how they applied to charities. She said that she had investigated what fines had been applied to charities for not complying with the current D.P.A. rules and whereas the maximum fine was £500,000, one charity had been fined £400,000 due to the length of time the breach had been going on and was associated with donations to that charity. Fines under the new G.D.P.R. could be far larger, up to 20 million euros. It was said that some of the practices employed by Charities that had been fined, we had never used, but she said that we must still comply on a 'risk based approach'. To achieve this we should have a documented procedure in place to state how we were complying. It was said that people's details should not be kept if they left the Society and that we should publicly spell out our privacy policy, which should also be provided on the new website. It was said that members details were circulated to the secretaries of the branches to which they were attached as these were to all Zone Reps of the Zones in which they were included and that all Full and Junior members received an annual list of all the details of officials, and branch secretaries. As part of this process, she had produced a communication to be sent out to all the members on the speaker's list, explaining how we used their personal details and asking that they agreed what details should appear on the Speakers' List. Similar documents could be generated to cover other areas of our responsibility. We would be unable to control what other people did with the details if they passed them on to other organisations, but anybody within the B.C.S.S. who held other people's personal details in that capacity would have a responsibility to take care of them in a commonsense manner. One way would be that if one was asked for a person's details, that one took the enquirer's contact details, passed these on to the enquiree and then that person could then contact the enquirer. We needed to ensure that all known membership details were treated in this fashion. She asked what this committee felt about this and all were in agreement. She also volunteered to establish a survey of what personal details were currently stored within the Society and asked that members of this committee let her know what data they held by 15th January 2018. Dr Gibbs proposed a vote of thanks for all the work that Dr Taylor had undertaken and this was unanimously agreed.

17/49 **WEBSITE UPDATE**

Mr Hildyard said that he had little to report on both the current website and the Forum. On the new Website progress had been exceedingly slow and communication not much better. He felt that the new site would not be launching until well into the New Year as we hadn't even started on the content yet. Pedalo did at one point blame this on the database work but he would be contacting them next week and stating that we should be aiming for our A.G.M. date for it to come on line. He felt that then a training meeting could be arranged with a number of volunteers and that these would then instruct others in how to do any updating on aspects which were their responsibility on the new website. He did give a preview site address for the board's information (BH).

17/50 **FUTURE PUBLICATIONS**

Books – These were the proposed *Eriosyce* book by Roger Ferryman and Graham Evans and the proposed new *Matucana* book by Graham Charles. Mr Tibbetts had spoken to Messrs Evans and Charles, stating that we would like to publish their books and they were considering our proposal. Mr Tibbetts also mentioned a book entitled 'Cactus' that he had bought which was currently being sold on the internet at around £16 and although not a beginner's book, he felt it would be of interest to our members as it was a survey of the history of the plants. We had also had an email offer from the company offering this book to our members at a 20% discount price. Mr Harris would reply to the email to establish what the terms of the offer were and then if these were okay we could publicise it, stating that a discount was available (EH).

17/51 **ANY OTHER BUSINESS**

1. **Zone Amalgamation** – Mrs Mace said that Graham Evans, the Zone 12 Rep. was concerned that his Zone now comprised of just two branches and had suggested that perhaps it be combined with Zone 14, his neighbouring Zone. He had suggested that initially he would form a liaison with the current Zone 14 Rep. as to which branches they would be responsible for or in time become the Rep. of the combined Zones which he was also quite willing to do. It was said that there appeared to be some mystery of what had happened to the Zone 14 funds in the past which Mr Kirkbright would investigate, if possible, as to whether these were distributed among the Zone 14 branches. It would be up to the branches in the two Zones to decide whether they amalgamated or not and it was suggested that each branch have one vote in this decision and that each branch decide how they were going to vote prior to the decision. The amalgamation was to be discussed at a meeting at Dr Tony Roberts house to which a representative of each branch involved in the amalgamation would be invited.

There being no other business the meeting closed at 4.30pm.

NEXT MEETING: 3rd February 2018 at the Holiday Inn, London Road, Newport Pagnell, MK16 0JA (just off junction 14 of M1). It would start at 11a.m. and a buffet lunch would be served at 1 to 1.30p.m.