

# BRITISH CACTUS & SUCCULENT SOCIETY

Minutes of the Board of Trustees Meeting, held on Saturday 6<sup>th</sup> December 2014 at 11.00 a.m.  
at the Holiday Inn, Milton Keynes, Bucks.

<b>Present:</b>	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)	Journal Editor
	Mrs Alice Vanden Bon (AVB)	Technical 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
	Mrs Suzanne Mace (SM)	Committee
	Dr Roland Tebbenham (RT)	Committee
	Mr Peter Arthurs (PA)	Committee
	John Pilbeam	By invitation (for minute 14/45)

## AGREED VERSION

### 14/36 APOLOGIES FOR ABSENCE

None

### 14/37 MINUTES OF THE B.O.T. MEETING HELD ON 2<sup>ND</sup> AUGUST 2014

There were no additional corrections and the minutes were formally ratified and signed. It was pointed out that as these had already been approved by this committee and distributed to branches this was an unnecessary procedure.

### 14/38 MATTERS ARISING FROM THE MINUTES

- 14/27/14 2016 Convention – Mr Arnold confirmed he was willing to organise this on the same basis as the last one; agreed by all.
- 14/30 Marketing Officer – It was agreed that rather than try to redefine the position's function more accurately, we continued to look for an interested candidate who was experienced in this field.
- 14/35/1. Visit to Dr Colin Walker's Collection – It was said that as he had had no feedback on who might be coming, this had now been postponed.

### 14/39 ELECTRONIC DECISION MAKING

An A.O.M. was approved by this method due to constraints on the required timing of its award.

### 14/40 COMMUNICATIONS

1. Wisley Affiliated Society Meeting – As part of a meeting held at Wisley concerning affiliated Societies, the R.H.S. had distributed posters about the various societies and it was pointed out that the Society contact information and formation date shown was incorrect and that was no information about our charity number or web address. It was also said that our membership was better than most other affiliated Societies. We would ask for the minutes of that meeting to be sent to the official Society contact.(EH) We had also been represented at a meeting on Seed/Plant Breeding Rights also held at Wisley and there was discussion on what had transpired.
2. 2014 Innovation Award – There was preliminary discussion on the two applications received to date but as the closing date was not until 31<sup>st</sup> December 2014, no final decision could be made or minuted. It was also agreed that the award would be run for another year in the hope that this would encourage more entries in the future.
3. Display Tabards – It had been suggested that the Society purchase 100 of these, in various sizes and printed with the Society details, these to be worn at major displays in which the Society was involved. These would be issued free to the various branches/zones for their use. The idea would be circulated to branches and Zone Reps asking them what their requirement might be, to establish the actual number needed to be ordered, this to be done before the A.G.M. so that the appropriate number could be purchased and be available then.(EH)
4. Society Sweatshirts – It had been learnt that Mrs Fiona Patrick would no longer be doing these.
5. Awards – One A.O.M. was approved.

### 14/41 REPORTS OF OFFICERS

#### 1. Vice-Chairman:

- a) Branches – Dr Gibbs said both he and Mr Morris had contacted all current members of the Grimsby branch, explaining the current situation and asking if any member or group of members left were willing to organise the branch, the alternative being to close the branch and reassign its membership. Only two members responded, neither, with good reason, being able to help and accepting the closure, etc. Closure was agreed by this committee and the branch membership would be offered Hull or Lincoln for reassignment. He had also spoken to the Zone 4 Rep., who was in full agreement. It was also mentioned that the Essex (Ilford) branch wanted to combine with Havering branch at the end of this year and this was also agreed. The Essex secretary would send the appropriate paperwork and its final accounts in the New Year. He said that Liverpool branch seemed to be making a recovery, with the appointment of a new Treasurer and others willing to take over the work, whilst North Fylde branch members were working away and producing a series of leaflets, which they intended to distribute at any event they attend in the hope of gaining more members.
- b) Zone Reps Meeting 2014 – He outlined the results of that meeting, including that their reports were more optimistic and

indicated that most branches reported stable membership and attendance and included a few new members. Zone 3 now had a new Zone Rep in Mrs Dorothy Minors. Other items from the last meeting included the fact that those zones without a constitution preferred to remain so, although it was agreed that they should at least have a written procedure for electing their Zone Rep and other zone officials, clarification that funding for emergency visits to branches by Zone Reps would be available by prior agreement and submitting justification to the Society and confirmation that Zone Reps could claim expenses for one visit to the branches in their zone (except their own) per year. There was discussion on zone geography, but following discussion with the involved branches using the document circulated at the last meeting, there was unanimous opposition to the changes. Zone Reps would now monitor the situation and possibly advise the Trustees in the event of changes becoming inevitable. Zone Reps would also try to gather information on members' specific interests for contacting about plants from collections as part of the ex-situ conservation programme. There was also discussion on asking for Society funding of zone and inter-zone shows and displays in venues more prominent to the general public, the current state of the Society website and the possible tour by Woody Minnich in August 2016.

- c) Calendar – He had had a couple of emails from a person commenting on the Photographic/Calendar competition. He had attached these to his report and said that there appeared to be some information there that might be useful in the future.

## 2. **Membership Secretary:**

Mr Morris stated that since August 2014 he had enrolled 81 new members, 5 of whom had also subscribed to Bradleya. This compared with 65 at this time last year. These comprised 45 Full, 28 Senior, 2 Associate and 6 Junior. Of these, 11 were from overseas (America (3), Canada (1), China (1), Germany (2), Italy (1), Mexico (1) and Spain (2)) and 6 had joined using the Welcome Pack reduced price offer (currently a total of 46). He had also reinstated 10 former members. Total enrolment for the period November 2013 to November 2014 was 234 compared with 203 for the same period a year previous. He had had several complains about poor service and protracted waiting from new members due to his recent absence on holiday.

## 3. **Treasurer:**

- a) Membership – Mr Kirkbright reported that current membership compared with last year was: Full 1,554 (-33), Senior 998 (+19), Junior 24 (-1), which when added together, the Journal taking membership total was 2,576 (-15). Associate membership was 213 (-1) and 77 Full members had switched to Senior and 36 the other way. Bradleya takers were 541 (no change). At the same meeting last year he had reported 86 down against the 2012 total, which was encouraging.
- b) 2015 Calendar – He said that the problems with this year's calendar had cost around £1,000 to resolve, but ignoring this, sales to date were £244 less than this time last year.
- c) Convention 2014 – Having now paid the university's final invoice he said that the convention in total, but excluding the auction, had made a loss of £972. The university bill had been £1,584 higher than originally budgeted, partly due to more delegates and partly to the hospitality given to our patrons.
- e) Books – He had finally resolved the issues with Lavenham Press over the *Agave* book and paid the bill for its production. We needed some £2,000 to break even. The margins on the 2<sup>nd</sup> edition of the *Stapeliad* book were much tighter than usual and we needed some £4,500 to break even.
- f) Society Accounts – He had provided a copy of the audited accounts to this meeting's members (for their eyes only), including the full report from the auditors and the version for the Charity Commission. He said that under current auditing and charity practice, formal approval of these should be by the Trustees and that presentation to the A.G.M. was only a courtesy to members and the wording of that part of the notice should state 'receive the accounts' not 'adopt the accounts'. The accounts were then signed by the designated Trustees.
- g) A.G.M. – As Mr Kirkbright said that as he would be on holiday at the time of the A.G.M. he had arranged for Mr Tibbetts to collect attendees' travel expense chits, which would include space for members to provide their bank details, and then pass them to him for settlement on his return. He would also ask for any questions from members on the accounts to be emailed to him, so that he could provide answers to be given at the A.G.M. (EH) This then led to a discussion on who would bring and set up the P.A. system that Mr Kirkbright usually brought (T.B.A.). It also led to who would give the Hampshire/Dunn Memorial lecture. A person was suggested and would be contacted to see if he was willing (EH).

## 4. **Shows Committee:**

- a) Judges Course – Mr Tibbetts reported that the 2014 course had required a £354 subsidy. The 2015 course had been booked for 4<sup>th</sup> to 6<sup>th</sup> September with Moulton College and would cost £140 per person and £50 deposit. Speakers were currently being chosen for that year's course.
- b) 2016 National Show – He said that it had been agreed to add an extra class to the schedule for a plant in an unusual container. This had been requested by Dr Walker, who had also donated a trophy to be called the Thorburn/Walker Trophy. It had been agreed that traders would be charged £40/table including VAT and Bill Darbon was now organising this. He had said that enquiries at E.L.K. had shown that this was the maximum price traders were prepared to pay. We would also ask Cambridge branch to undertake more visible local advertising of the event and venue when we had our meeting with the branch.
- c) Following a question on the intent to move some *Haworthias* into *Aloe* it had been decided that, as far as version 10 of the Handbook of Shows specified, they could be judged in either class, dependent on how the plant was labelled.
- d) There had been extensive discussion on gaining more effective Society publicity by means of staging shows/displays at major public venues either on a branch/zone basis. This was still on-going and he hoped to have more details at the next meeting.

## 5. **Conservation Committee:**

- a) Conservation Projects – In a written report Dr Maddams said that a preliminary report from Roberto Kiesling had been received indicating that his field studies of *Pyrhocactus umdeave* had proved very satisfactory. He said that the project from Luis Gonzales Torres for financial support for his forthcoming Workshop had been agreed and the monies paid, but the putative project from Lex Garcia-Morales had yet to be received and may well be referred to the Research Committee. It had been suggested that in view of continuing difficulties in finding new projects, an advertisement be placed in XEROPHILIA, but this was still to be decided.

- b) Ex-Situ Conservation – There was a discussion on the update article Dr Maddams had undertaken to write, particularly in obtaining more practical experience on the problems encountered in helping members to maintain their collections when they were in difficulties. He had subsequently added information by contacting several very experienced branch secretaries and expected to write the article early in the New Year.
- c) Travelling Scholarships – Means of advertising this were still under review.
6. **Research Committee:**
- a) Mr Hill reported that the project proposal from Cornelia Klak of the Bolus Herbarium, Department of Biological Sciences, University of Cape Town entitled ‘Evolution and patterns of diversity of *Mesembryanthemum* subgenus *Phyllobolus* in the Succulent Karoo region of southern Africa’, had been agreed at a cost of 5,510 Rand (about £1,972).
- b) He also said that advice had been given on a possible choice of topic for research from the student of horticulture studying at degree level mentioned in his last report. She was to discuss this with her tutor, but nothing further had yet been heard.
- c) John Carr had submitted a very large proposal to investigate the *Echeverias* of Bolivia, literature on which was very sparse. He had found that four of the locations visited during his annual visits had plants that fitted the descriptions in the available literature and felt there were probably several species that required collection as herbarium species and being described. The plan was to travel the known distribution areas with a member of Sucre University Herbarium to collect specimens, which would be placed in Sucre Herbarium as clonotypes. A replica collection would be placed by Sucre Herbarium in the British R.H.S. Herbarium and a photograph of each specimen would be created on gridded paper for easy study. These arrangements would satisfy the legal requirements of the relevant authorities. He had also contacted other cactophiles about sites they had visited and various well-known cactophiles had promised their help in the project. There is also the possibility of a D.N.A. study of the *Echeveria* material, this to take place at the State Gardens at Herrenhauser, Hanover. Finance was to be raised from several organisations and the B.C.S.S. Research Committee had agreed to provide £2,000. The R.H.S. would be provided with a general article on the expedition and a more technical article with new descriptions provided for Bradleya.
7. **Advertising Officer:**
- a) Advertising – Mr Quail’s written report said that the 4<sup>th</sup> quarter advertising income was £573 (£289 last year) making a year-end total of £1789 (£1679 last year). This had included a one-off payment of £175 + VAT from Joel Lodé for a full page insert in every journal. There had been no change in the number of series-of-4 advertisers and he had also paid (not included in the total) for the insert to be printed by Swallowtail.
- b) CactusWorld Production Trainees – He said that the training of Christian Bohm continued to progress.
- c) Journal Printing – He also said that we had now terminated contact with Cambrian Printers and resumed contact with Warners, who, like Cambrian Printers, appeared suitable and had produced satisfactory quotations last year. Warners had therefore been invited to produce test prints and had done so to our satisfaction. They had therefore been invited to quote for next year alongside Swallowtail and, as long as their prices remained competitive, were likely to be invited to print one or more quarters for us next year.
8. **Bradleya Editor:**
- Mr Charles in a written report and accompanying spreadsheet gave the final list of articles for Bradleya 32, which was some 16 pages more than last year. This included a pleasing number of new descriptions, including 3 cacti, and said that the article on *Manfreda* barcodes had resulted from a grant from our Research Fund. Five submitted articles were declined by the reviewers for various reasons.
- He said that Butler, Tanner and Dennis Ltd., who produced Bradleya 31, had sadly gone into liquidation, so Fisherprint were used, a local printer he had had dealings with in the past. They produced the whole issue, from PDF files to delivering the finished copies, in ten working days and the official publication date for Bradleya 32 would be November 20<sup>th</sup>.
- Mr Kirkbright said that there had subsequently been a problem with about 25% of the published Bradleya 32, but Fisherprint would contact all domestic subscribers and had produced a corrected stock to cover all replacements, all at their own expense. They would also reimburse the Society for any additional costs caused by the error. He had nothing but praise for the way Fisherprint had dealt with the problem.
- Mr Charles asked Board members to encourage submissions to Bradleya from their worldwide contacts and the U.K. as Bradleya could be published earlier if there was enough material available.
9. **Journal Editor:**
- Mr Laius reported that the September journal had been well received with favourable comments on one article in particular; that of Philip Greswell. From comments received, this appeared to be the type of article readers wanted. He currently had 15 articles in hand, 5 of which were laid out, 4 with the production team and 6 in progress. Consequently there was sufficient for the March journal and beyond. He said that JSTOR had contacted him to say that our back catalogue had been scanned and was available for scholars (and others) to access. It would be interesting to see how much income this generated for the B.C.S.S., although the main reason for having our journals archived on JSTOR was exposure and promotion of the Society.
10. **Technical Editor:**
- Mrs Vanden Bon had little to report. She said that the December journal (a total of 96 pages) was on schedule and would contain 4 inserts (seed list, subscription renewal form, rule changes for the A.G.M. and a flier for Joel Lodé’s new book ‘Taxonomy of the Cactaceae’). It would be printed by Swallowtail. Layout for the March journal was in progress.
11. **Publications/Internet Server Officers:**
- a) Publications – Dr Mace reported that it had been a difficult period for publications in the last few months, plus the calendar and Bradleya problems had generated large amounts of additional work, which he now hoped were over. He felt that the 2015 calendar would result in a significant loss for the Society.
- b) Internet/Forum – Mr Hildyard said that he had little to report on the operational side of these as both were fine with nearly 600 declared B.C.S.S. members on the Forum and 2,500 ‘likes’ on Facebook. Dr Mace said that there might be a possible future problem with the server, in that Hostgator, the company we rent it from, had been sold to another larger U.S.A. group

EIG. Currently there had been very few problems, apart from longer times to get answers from their support group, but he didn't want a repeat of the problems encountered when a previous take-over occurred.

12. **Update on the Society Digital Programmes:**

Dr Tebbenham reported on the progress since the August meeting; Dr Gibbs had completed scanning the entire Vic Morris bequest of 2,731 slides and was currently working on the post-processing tasks. Dr Tebbenham needed to assemble the associated caption list. There had been two donations recently; a slide talk from John Hughes on Mexico and a bequest from Bill Christie of some 2,800 slides and Powerpoint presentations, which Dr Tebbenham intended to review and propose a suitable approach. He had also heard of other offers of slides and photographs to the B.C.S.S., but would only accept them if there was detailed data or a comprehensive commentary available. These could then be assigned either to the reference library or digital programme library. He also gave a list of outstanding work in progress or planned and also included a summary of what digital/slide programmes had been ordered in 2014 and by which branches (22 ordered and 5 branches still using slides). Mr Kirkbright had received £94 from these rentals.

14/42 **SECRETARY'S PACK UPDATE**

Dr Gibbs intended reviewing this over the coming winter months.

14/43 **2015 SOCIETY CALENDAR**

There had been some errors noted with the initial version which went on sale and for which Mr Hildyard apologised. These had now been corrected. Corrected versions had now been printed and correct copies substituted for those initial copies already sold. The corrected version was now on sale. Subsequent discussion on the calendar problems suggested that the problem arose because of the very short production time scale and that to improve this, its layout, excluding pictures, could be set up well in advance and comprehensively proof read to ensure total accuracy and that only Society events be listed. It was also said that the pictures, if part of a competition, should be in the format required by the rules to be considered, but that other pictures could be used (**BH**). (*see also minutes 14/41/3(b) and 14/41/11(a)*)

14/44 **SOCIETY WEBSITE UPDATE**

Mr Arthurs said that the preparatory work to update the system was now complete, but due to time constraints on both his, Mr Hildyard's and Dr Mace's part, the planned update/changes were still to happen. It was planned to do this using a phased approach starting with the email changes and that the update should only take a matter of days, once time was available. It was said that January/early February 2015 was not a good time to do this work due to pressures on the website at that time of year and it was also said, in reply to a question, that using an outside agency to do this work would not be any quicker, but it was hoped to get it completed in the next few weeks. (**PA/TMa/BH**) It would be discussed further at our next meeting. (**EH**)

14/45 **FUTURE PUBLICATIONS**

There was Gordon Rowley's book on 'C&S Plant Breeding', which was currently planned for next year and it was said that volume 2 of this was currently being typed up. John Pilbeam had been invited to the meeting and then gave a 45 minute Powerpoint presentation on his proposed book on Baja California. At its conclusion he said that there was little literature on the area and that the book would be hardback, in portrait format and comprise some 250 pages. 25 to 30 of these would comprise of text describing the various succulent genera and the remainder devoted to the pictures, with up to 2 pictures per page, covering most, if not all, the endemic species. It would be of a similar size to the *Echeveria* book. He envisaged the material would be ready for layout by early January, but Mrs Vanden Bon said that as that would clash with the March journal preparation, she would not be able to start until that work was out of the way, but it should be ready by the early summer. He felt that it would sell well in America and some European countries, although less so in this country and envisaged a cover price in the order of £40. Print run would be 1000 to 1200 copies, although Mr Kirkbright felt the lower figure was more viable. However, we would need a full specification before we went out to quote (at least 3 including possibly Fisherprint) and Mr Pilbeam would also get a quote from Lavenham Press, whom he said were keen to print it and would also offer free storage. Until the quotes were available, the book's viability could not be decided, but if it was, then it could be advertised in the June journal.

14/46 **ACCOMMODATION PAYMENTS**

These would remain the same as last year and the list was approved with one addition (Jim Mercer) and one deduction (Peter Berresford).

14/47 **ANY OTHER BUSINESS**

1. Yvonne Tree – She had donated her library of some 140 books to the Society which Mr Harris had collected and was currently storing. The Society and Gordon Rowley's libraries would have first pick of these if they had any omissions and the rest would then be disposed of via a postal bid system. A detailed list had been compiled which included size, edition and condition and a suggested price for each would be compiled by an independent valuer to help with the bid process. To save postage the books could be collected at the Society A.G.M. Mr Kirkbright said that all monies raised would be treated as donations.
2. Seed Envelopes – Mr Arthurs said that a further supply would be needed next year.

There being no other business the meeting closed at 4.35pm.

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**NEXT MEETING: 7<sup>th</sup> February 2015** 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 1.30 p.m.