



COUNCIL
Thursday, 9 December 2021
Online only via Zoom
13.30

Prof. Martin Millett, President, in the Chair

- Present: Mr Stephen Dunmore, Treasurer
Dr Heather Sebire, Hon. Secretary
Dr John Cooper, Director
Prof. John Hines, Vice-President
Dr Tim Schroder
Prof. Roey Sweet
Dr Bob Bewley
Dr Emily Cole
Ms Nathalie Cohen
Prof. Vince Gaffney

In attendance: Ms Dunia Garcia-Ontiveros, Head of Library and Museum Collections
Dr Linda Grant, Governance Manager
Ms Katy Drake, Head of Finance

Apologies: Sam Lucy, Victoria Bryant, John Lewis, Dominic Wallis

46/21 Minutes and Matters arising

- i) The minutes of the Council Meeting of 21 October 2021, having been circulated, were approved and signed.
ii) The following were matters arising:
a. [34/21 ii] The President's action to write a piece for SALON on the EDWG report and the establishment of a Fellowship Committee has been pushed to the New Year edition.
b. [39/21 iii] JH brought up an issue of scrutiny of Fellowship nominations before they are registered as candidates, especially with regards to candidates deemed likely to bring the Society into disrepute. The President reminded Trustees that the Statutes must be adhered to, and that the Fellowship Committee would be reviewing the election process. The issue of potential disrepute might also apply to the Affiliate Membership Scheme.

47/21 BH Campaign and Lease

The Gen. Sec. reported that it is now three weeks since the meeting between Government representatives and the Courtyard Societies and that though the Government promised a response to the Courtyard Societies' proposals within two weeks, nothing has yet been forthcoming.

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- vi) Next steps: still waiting for DCMS/DLUHC to respond to the proposal but the Society cannot allow this to extend indefinitely. The Fellowship need to be informed of the current status.

48/21 Affiliate Member Scheme

The scheme having been approved in outline already and a detailed paper having been circulated in advance, the HoL&MC/HoF noted the highlights of the revised plan and budget as well as the responses to questions raised by Fellows during the consultation. After some questions and discussion about the membership rate and the optimum launch date taking into account Covid and the new Gen. Sec. starting in April 2022, Council agreed:

- i) If the scheme is adopted by vote at the 2022 Anniversary Meeting (28 April), there will be a 'soft' launch as Phase 1 of the scheme in May 2022;
- ii) That budget B has been approved, including raising the fee from £45 to £65 basic, and recruiting a Membership Assistant in January 2022;
- iii) That there will be data analysis from the 'soft' launch which will feed back into, and help target, the full launch in Autumn 2022;
- iv) That following discussion about potential 'cannibalisation' of the Fellowship, there will be no Statute change disqualifying Fellows from converting to Affiliates.

49/21 Management Accounts Q2 2021-22

Papers having been previously circulated, the Treasurer and HoF reported that:

- i) the Society is in relatively good shape given external pressures, but that it is essential that KM becomes operational as planned in 2022.
- ii) IT service provision and insurance need reviewing.
- iii) Q3, the underlying deficit and forecast all need to inform the next year's budget.
- iv) Cashflow is crucial. The room hire business has dropped again due to the impact of Covid; the Fellowship is static in number; and the rent and pensions remain unstable.
- v) The President reported that an 'awayday' between Trustees and the new Gen. Sec. would explore these big issues.
- vi) The Treasurer thanked the HoF for preparing the reports.

50/21 Q3 Progress Report

The Q3 operational plan having been circulated, the HoL&MC. noted highlights:

- i) Room hire, after starting to pick up in Q2, has collapsed again;
- ii) The switchover to the new balloting system took place on 1 December 2021 and seems to be working seamlessly;
- iii) Physical attendance at lectures is low, and online attendance has dropped from its lockdown high. This is the same for the sector and some data analysis will be done to understand the situation better.
- iv) KM is on track to reopen in April 2022, and a launch party is being organised.
- v) Collaborations with Kingston University, Sotheby's and the University of Exeter have all worked well and will continue next year.
- vi) A new GDPR consultant has been appointed and all policies and procedures are being looked at and rewritten as necessary.

- vii) Recruitment: interviews are taking place for a new CEM, and Operations Manager for BH. There were no applications for the KM Business Manager, so this will be reviewed and readvertised in the new year.

51/21 Risk Register

The full Risk Register having been previously circulated, the Gen. Sec. requested that all trustees review it carefully and send any questions or comments by email to the Gen. Sec.

52/21 Council

- i) No nominations have been received as yet. The President asked all trustees to think about nominating appropriate people and to think about geographical representation.
- ii) The extension of Martin Levy's term of office on KM Committee was approved.
- iii) A paper being tabled, nominations to the Fellowship Committee were approved, and the first meeting will be arranged for January 2022.

53/21 Nominations, resignations and deaths of Fellows

The HoL&MC reported that since 21 October 2021, there have been 8 Fellows deceased, 10 resignations, 31 removals and 34 newly elected Fellows plus 13 elected on the day of Council: the current total is 3,067 Fellows.

54/21 Ethical Conduct Body

Nothing to report.

55/21 Committee Minutes

Officers reported highlights/issues from Committee minutes, previously circulated. The following issues were noted:

- i) The remits of Research Committee and KM Committee will be looked at as part of a wider governance structure review when the new Gen. Sec. starts, and which should fall out of the Strategic Vision.
- ii) Once the lease issue is resolved, Finance Committee would like to see a fundraising strategy, rather than position paper, put forward.
- iii) The Director was asked to clarify the comment in the minutes of the Publications Committee on the role of David Starkey as General Editor of the *Inventory of Henry VIII* series. It was noted that this was a very long running issue, with the Society having committed considerable resources to the series over more than 25 years. Discussions were continuing over how best to complete this important project.

56/21 Health & Safety

In the light of the latest Covid figures and Government advice, the HoL&MC reported the Society's proposed responses: (1) To move the Christmas Miscellany to online-only with the reception being cancelled; (2) that the Library would stay open, as far as possible, for three days a week; (3) that staff should work from home as much as possible. Council approved all decisions. It was noted that two staff members have been ill with Covid, and one waiting for test results.

57/21 AOB

- i) Council approved the request that Lampada's accounts can be accessed and processed by the Society. This was needed formally to complete a form for Coutts, the Society's bank.

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There being no further business, the meeting closed at 15.35.
Date of next meeting: Thursday 10 March 2022 at 11.30 am (time TBC)

Martin Millett, President
Linda Grant, Governance Manager

December 2021