**Annual General Meeting
Thursday 18 July 2019
City Arts Centre, Edinburgh**

Chaired by Jenny Noble

Meeting started at 16:20

**1. Apologies and Attendance**
Apologies were received in advance from Verity Smith, Helen McConnell-Simpson, Niti Acharya, Rebecca Lucas, Holly Trubshawe, Jessie Petheram

**2. Minutes of the 2018 AGM**The minutes of the 2018 AGM were passed as a true record.

**Proposed:** Lauren Ryall-Waite
**Seconded:** Alison Grange

**3. Matters arising from the previous minutes**No matters were arising from the previous meeting that are not covered elsewhere on the agenda.

**4. Committee Reports**The committee reports had been collated and circulated before the meeting. Key points were highlighted by the Chair, as follows:

a) Treasurer: Jenny Noble reported on the accounts for the previous year and the state of the reserves. All activities from the previous year made a small profit.

b) Chair: Helen McConnell-Smith's report highlight the need for a parental leave policy for SHCG.

c) Secretary: Google Drive is now used for storage of SHCG documents, which helps with handover of committee roles. The Secretary attended a number of SSN meetings throughout the year.

d) Membership Officer: SHCG currently has 40 print individual members, 68 digital individual members, 3 honorary members and 90 institutional members. Numbers continue to grow. A new membership pack was introduced this year.

e) News Editor: Jessie Petheram has taken on the role of Journal Editor as well as News Editor. Nick Drew continues to design the SHCG News. Submissions have been varied.

f) Web Editor: New website is to be developed based on research carried out this year, including through the annual digital survey - this will be for the next Web Editor to take on when in post.

g) Seminar Organisers: There were 3 seminars this year: Musical Instruments Unwrapped, Exhibitions on a Shoestring, and Can Social History Collections Be Decolonised? All seminars were run in partnership with other organisations. The Object Lessons boxes could be used more.

h) Marketing & Partnerships: New printed publicity materials (posters, flyers and a pull-up banner) have been created and a new logo and strapline designed by Nick Drew.

i) Conference Organisers: 2019 Conference was going well.

**5. FirstBASE Sub-Committee Report**Steph Mastoris thanked the FirstBASE team and called for more members.

**6. Election of Committee Members**

There were six available positions on the committee and six candidates proposed, therefore all candidates were elected without the need for a vote. These were:

Georgina Ascroft
Matt Exley

Jessica McKenzie
Lisa Peatfield

Jessie Petheram
Helen Taylor

Lowri Jones was elected as the Treasurer for a 3-year term.

**7. Any Other Business**
Verity Smith sent thanks to the trustees who were standing down from the committee. Diana Morton thanked the Conference Organisers for their hard work in organising the 2019 conference.

**8. Close of Meeting:** 16:40.