Cambridge and District Amateur Radio Club

MINUTES

of the Annual General Meeting held at
The Coleridge Community College, Radegund Road, Cambridge CB1 3RJ
on Friday 24th January 2014 at 8:00pm

Agenda Item

David Featherby was in The Chair and opened the meeting at 8:00pm

1. **Apologies for Absence**
Received from Ian Alexander, Ron Huntsman, Judith Robson and David Robson.

2. **Confirmation of Quorum**
Twenty-two people were present at the meeting of whom eighteen were Full Members and the meeting was deemed quorate.
See Appendix A.

3. **Approval of Minutes of 2013 AGM**
The Minutes were approved unanimously.

4. **Treasurer's Report**
The Treasurer, Mike Addlesee, made a report on the club's accounts for the year.
See Appendix B.

5a. **Secretary's Report**
The Secretary, David Featherby, reported on the club's activities over the year.
See Appendix C.

5b. **Presentation of Awards**
The Secretary gave an address detailing Peter Howell's service to the club before presenting Peter with a framed certificate.
See Appendix D.

This was followed by a further address recounting Dave King's contribution to the club, following which Dave was also presented with a framed certificate.
See Appendix E.

6. **Change to Constitution**
The committee proposed changes to the constitution to create an additional office of Training Co-ordinator and to allow the committee to co-opt two members rather than one, so that new members might be more easily brought onto the committee.
See Appendix F.
The proposal to make the necessary changes to the constitution was adopted unanimously.

7. **Appointment of Two Electoral Officers**
A number of proposal forms were received prior to the meeting. No further proposals were forthcoming from the floor. As there was no more than one proposal for any position on the committee there was no requirement to appoint Electoral Officers.

8. **Election of New Committee**

Our Treasurer, Mike Addlesee, had already announced his intention to step down. Only one proposal was received for each of six positions on the committee and these candidates were each elected unanimously (by show of hands, when the candidate had left the room).
See Appendix G.

The new committee comprises:
Chairman: Peter Howell
Secretary: David Featherby
Treasurer: Steve Blunt
Publicity Officer: no nomination - post left vacant
Training Co-ordinator: Peter Howell
Ordinary Member: Dave King
Ordinary Member: Colin Tuckley.

9. **Setting of Membership fees for 2014**

The current membership fee is £20 for Full members. Family members pay 25%, Country members 50% and Junior members pay nothing. David Featherby made a brief statement explaining why he thought the fee should remain at its present level.
See Appendix H.
After a short discussion the proposal was made by Peter Howell to keep the current rates for 2014, seconded by Colin Tuckley. The proposal was adopted by a majority, no votes against, three abstentions.

10. **Election of Auditors for 2014**

Colin Tuckley proposed Mike Addlesee and Tony Harding, this was seconded by Peter Howell. The proposal was accepted by a majority, no votes against, one abstention.

11. **Any other business**

(a) John Bonner, our President, graciously thanked the committee for its work through the year. He further thanked the chairman of the meeting for conducting the AGM.

(b) Dave King made a short speech of thanks to the Secretary, David Featherby, and awarded him the Granfield Cup for his service to the club.

(c) Alex Popple thanked the club for putting on the celebrations for his 90th birthday. In a short, interesting address he explained that, although his mother weighed only 1lb 8oz at birth and was not expected to survive, she lived to the age of 96, an example which Alex intends not only to emulate but to exceed.

(d) David Featherby thanked Tony Harding for so kindly providing refreshments at the meeting. The members showed their appreciation to Tony with a round of applause.

(e) Alex suggested that the club should consider changing the day of the week on which it meets. It was explained that this matter is already under consideration by the committee.

(f) **Closure**

There being no further business, the meeting was closed at 9:05pm

David Featherby
Secretary to CDARC
25th January 2014

Attendance at AGM

Those who signed the attendance record at the meeting:

Name	Callsign	QTH	Member	Guest
David	M0ZEB	Sutton-in-the-Isle	✓	
Steve	G8CRB	Milton	✓	
Colin	G8TMV	Sawston	✓	
Arthur	G3BMI	Cambridge	✓	
Dave	G6KWA	Haslingfield	✓	
Matt F.	-	Cambridge		✓
John	2E0RDF	Ely	✓	
Paul	M6PCI	Haverhill	✓	
Alex	M0SND	Waterbeach	✓	
Ælun	-	Haverhill		✓
Martin	G8OFA	Salisbury	✓	
Steve	G4WSZ	Fulbourn		✓
David	G0LRD	Fowlmere	✓	
Mirek	2E0KWR	Cambridge	✓	
Tony	G3RGQ	Willingham	✓	
Stewart	M6SBJ	Haverhill	✓	
Peter	M0DCV	Foxton	✓	
Mike	M0BLP	Harston	✓	
“Henry”	M0ZAE	Bedford	✓	
John	G0GKP	Cottenham	✓	
Ken	G0BBM	Lakenheath	✓	
John	M0VCM	Milton	✓	

Treasurer's Report - Mike Addlesee

Asset value for insurance purposes on printed accounts summary was calculated from the previous years value based on the following formula:
80% of the 2012 figure.

No major assets purchased during 2013.

Arista Insurance shows All Risk Cover with a Total Equipment Sum Insured of £7,133.
Public Liability – Indemnity Limit £2,000,000.

The clubs Halifax account has closed as Halifax no longer offers the Halifax Treasurers account for non personal use. Final balance of £5,928.11 transferred to Lloyds account.

Club membership currently stands at 27.

Membership fees do not even cover cost of room hire. For this to be the case membership fees would have to go up by 20% i.e. £24 for full membership. Having cancelled the rally for 2014 we could chose to run down our existing bank balance. Going by 2013 figures our burn rate would be about £1000 a year so we might optimistically expect the club funds to last up to 9 years. Three to five is probably more realistic. An important task for the new committee will be to decide what to do about future rallies.

It has been very satisfying acting as treasurer and doing my bit for the club, but after more than three years as treasurer and having been on the committee in various other capacities since the mid 1990s pretty much continuously I feel it's time to hand over to somebody new.

Accounts

Cambridge and District Amateur Radio Club:

Accounts for January 2013 to December 2013

OPENING BALANCES at 01/01/2013				
Cash Box		74.00		
Lloyds TSB Current Account		2353.03		
Halifax Building Society		5920.83		
Total Cash			8347.86	
Club Assets (Insurance Value)			4988.44	
Total Asset Value			13336.30	
				Money Carried Forward from year 2012
INCOME				
Membership 2013				
Full		465.00		0.00
CDARC Bring and buy @ 2013 CRG Rally		26.50		0.00
Rally 2013 – Trader Deposits & Table rents		1044.50		0.00
Rally 2013 – Gate Receipts		2576.02		0.00
Project Kits		322.80		0.00
Foundation Courses		387.00		0.00
Intermediate Courses		205.00		0.00
Sale of club junk (e.g. Ebay)		26.60		0.00
TOTAL INCOME		5053.42		0.00
Cheques issued in 2013 but not yet taken from bank account	0.00	0.00		
Liabilities From 2013				
Cheques not yet drawn on bank account		0.00		
Room Hire (Nov & Dec)		79.50		
EXPENDITURE				
Room Hire		556.50		
SouthWestBroking.co.uk (Insurance)		223.60		
RSGB Affiliation		47.00		
Rally Expenses 2013		311.20		
Rally 2013 – Woodgreen Arena Hire (Part)		1346.63		
Unpaid cheque		48.00		
Asset Acquisitions: Equipment for shack upgrade		0.00		
Expenses – Training		200.98		
Expenses – Dave King		66.99		
Expenses – Web related		143.76		
Foundation Courses		298.28		
Intermediate Courses		481.00		
Advanced Exam		0.00		
Donations (e.g. IWM Duxford & speaker expenses)		60.00		
AGM/Xmas Expenses		0.00		
TOTAL EXPENDITURE		3783.94		

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Accounts

TRANSFERS Not counted as income or expenditure.			
Halifax to Lloyds	5928.11		
From cash box to Lloyds	55.35		0.00
To cashbox	12.00		0.00
Payments from cash box	9.30		0.00
		Difference with these	
Paid In to Lloyds according to Bank Statement:	11024.88	accounts:	0.00
Paid Out according to Bank Statement:	3774.64	0.00	
HALIFAX ACCOUNT			
Final interest adjustment on closing Halifax account	9.10		0.00
Final tax adjustment on closing Halifax account	1.82		
CLOSING BALANCES			
Cash Box	21.35		
Lloyds TSB Current Account (Calculated)	9603.27		
Halifax Building Society	0.00		
Total Cash	9624.62	9624.62	
Club Assets (Insurance Value)		3990.75	
Total Asset Value		6392.48	
Bank statement at year end: 9603.27	Reconcile Difference:		0.00

Signed:

Mike Addlesee (Treasurer)

David King (Auditor)

Stephen Blunt (Auditor)

Date: 24/01/14

Secretary's Report - David Featherby

In the early months of last year I admit I was concerned. At the AGM Ron had stood down after a very successful stint as PRO, we had no-one to replace him and within a few weeks the committee was down to 3 people, Peter, Mike and myself. So, it's with considerable pleasure that I am able to stand here in 2014 and announce that, despite these setbacks, the club has had a very successful year in all the areas of amateur radio with which it concerns itself.

How was this possible? This rump committee, if I may so refer to it, was augmented and greatly assisted by unofficial help from two members – Dave King and John Robson, and while I'm on the subject of help, it doesn't hurt to mention that our President John B., although he does his best to blend in with the background, is a continual source of good and wise advice to individual members such as myself and to the committee in general. We owe all of them our thanks.

The club is well known for its formal presentations at our Friday meetings. During the last year we managed to organise 24 such presentations, 2 by excellent external speakers Peter Murton and Bob Whelan, and the remainder by our own members including Peter, Mike, Ron, Colin and Mark. Our thanks go to all of them for the high standard of their presentations. In addition, thanks to all those of you who contributed to the Constructors' Evening, there'll be another one soon so don't rest on your laurels, and also thank you to those who participated in the outdoor activities. The demonstrations on the front lawn in the summer, the fox-hunt at Foxton and, last but not least, the contests in which the club took part, about which more anon.

I mentioned Mark's contribution. We don't see Mark at the club these days, his interests now lie elsewhere, but I would like to go on record as thanking Mark for his contribution to the club over very many years. Apart from serving on the committee, Mark was a technically competent member who was always ready to participate in club activities whether it was putting on a presentation, manning a stall at a surplus sale or sitting at the top of a hill in the freezing cold during a contest. The club is the poorer for his absence.

Finally, as we have already heard, Mike is standing down from the committee this evening. Mike has done a wonderful job as treasurer over a period of several years. His accounts are always immaculate and he never lets us get our hands on the money if he can help it. What more can one ask for in a Treasurer? Mike, we thank you very much for all the service you have given the club and we hope we will continue to enjoy your company at our meetings for many years to come.

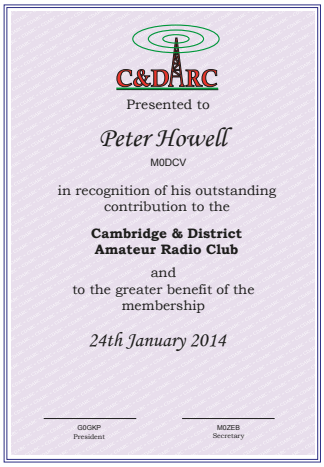
Address preceding Presentation of Award to Peter Howell

You may have been surprised that the Secretary's report dwelt at length on the club's Friday evening activities but there was no mention of our other significant activity – training would-be radio amateurs to achieve their Foundation Licences and established Foundation Licensees to get their Intermediate Licences.

You can't be a member of this club for very long before you come to appreciate that the driving force behind all this effort and achievement is, of course, Peter. Those of you who have put on talks accompanied by slide shows will know what hours of effort are required to produce a presentation lasting perhaps an hour. Imagine then, the work which goes into the preparation of a Foundation course which lasts two days or an Intermediate course taking up 2 hours per evening for 8 or 10 evenings. Just take a look at the quality and quantity of the slides which accompany these courses – they are available for download on the CDARC website – and be amazed. The quality of these materials is widely recognised - during the last year we have had requests from as far away as Wales for the use of Peter's training materials and, more recently, no less august a body than the RSGB itself has asked for permission to include Peter's presentations in the training materials it is making available to instructors nationwide.

The training courses having been prepared, Peter publicises them, advises applicants, books the venue, registers the candidates, runs the courses and conducts the exams. I'm relieved to say that he does get some help from Mike, John R., Dave and John B with the running of the courses but the sheer effort which Peter puts into these courses, and he's running them 3 or 4 times a year, is astonishing. I hardly need to mention that his success rate is close to 100% and many of his students will go on to achieve their Full Licences by self-study with Peter as their mentor.

In his spare time Peter is a regular contributor to the Friday presentations, he attends and participates in the contest days and serves on the committee – his dedication to the club is endless. Peter, thanks for all you have done for us, please keep on doing it and, meanwhile, accept this token of our appreciation for the enormous contribution you make to the club.


C&DARC

Presented to

Peter Howell

M0DCV

in recognition of his outstanding contribution to the

Cambridge & District Amateur Radio Club

and

to the greater benefit of the membership

24th January 2014

G0GKP
President

M0ZEB
Secretary

Address preceding Presentation of Award to Dave King

Over the last few years, the Friday presentations and the training have formed the core of club activities but, during the last year, we have added another string to our bow which is 'operating', both in contests and for recreation. Last year I mentioned the fine work which had been carried out by a small band to re-furbish the shack and get the antennas back into working order. This project was led by Dave King – there he is, leading from the back, as is his preference - and he has continued this good work throughout 2013 by further promoting operating within the club.

We started off with the PW 2m QRP Contest in June. Although it is difficult to imagine now, last June the temperatures were remarkably similar to those we are enjoying this January. But, a small group comprising Dave, Mark and Steve went up a hill in Great Eversden, set up a station and came 14th out of a national field of 80.

This achievement wasn't won just by sticking it out in the cold for a couple of hours on a Saturday afternoon. Dave had put days of work into the preparations, checking out the mast and trailer – he supplied his own trailer mast– repairing and aligning the rig, registering to take part, getting the whole lot packed for transport and moved to the site before setting up and operating it. A huge undertaking which yielded a terrific result.

Building on this, a few weeks later Dave was off to Barrington for the VHF National Field Day. Once again, Dave did all the preparation, getting the aerials and rigs ready to operate on 3 different bands, and, with some help, got set up to operate right over the weekend, which included, in Dave's case, operating through the night. The certificates up in the shack are the evidence, CDARC came first in its class. An astonishing result which many other organisations much better manned and equipped than ours would be delighted to emulate.

In recent weeks we've seen a revival in the local nets run by the club. Dave is active on all those. We still want more participants so look up the times and frequencies on the website and come and join us.

Dave has contributed to this club in so many ways over so many years that I cannot possibly do him justice within the time available. So, although I've only covered a small part of his enormous service to the club, I'm going to stop here and just say 'thanks, Dave, and please accept this token with our gratitude and respect'.


C&DARC

Presented to

Dave King

G6KWA

in recognition of his outstanding contribution to the

Cambridge & District Amateur Radio Club

and

to the greater benefit of the membership

24th January 2014

G0GKP
President

M0ZEB
Secretary

CDARC AGM 2014 Minutes - APPENDIX F

Proposal for an Amendment to the Constitution

Every year the club is faced with the problem of getting sufficient people onto the committee. Many of the longer-serving members have done their stint so we need to get newer members to serve. It would not be reasonable to expect a recent joiner with little knowledge of the club's workings to step straight into one of the officers' positions such as Secretary or Treasurer so we need to recruit these new members into the positions of Ordinary Members or Co-optees so they can have a chance to learn the ropes before, hopefully, moving into more responsible positions.

For this purpose, it is proposed that we create a new position on the committee of Training Co-ordinator, which will be elected annually. The training activity is such an important part of the club that we need the Co-ordinator on the committee but, up until now, he has sat as an Ordinary Member. This proposal will free up that Ordinary Member's seat for a new person to learn about the operation of the committee.

For exactly the same reason, the committee can currently co-opt one person and it is proposed to increase this to two, primarily to enable new people to learn how the committee works and, later, to take on an official's position.

CDARC AGM 2014 Minutes - APPENDIX G

Committee Election – Proposal Forms Received

Office	Nominee	Proposer	Seconder
Chairman	Peter Howell	Ian Alexander	Alex Popple
Secretary	David Featherby	Peter Howell	Colin Tuckley
Treasurer	Stephen Blunt	Peter Howell	John Bailey
Publicity Officer	*No Nomination*		
Training Co-ordinator	Peter Howell	Colin Tuckley	John Bonner
Ordinary Member	Dave King	John Bonner	Arthur Bolton
Ordinary Member	Colin Tuckley	Ian Alexander	Dave King

CDARC AGM 2014 Minutes - APPENDIX H

Suggestion that Membership Fee should remain at its Present level – David Featherby

This year the club is not running a rally, traditionally the main source of our funding. If we are unable to run rallies in future years the primary source of funding will be the membership fee which will have to increase to cover our running costs. Therefore, let us keep the fee where it is at £20 to maintain our funding as long as possible before an increase becomes inevitable. This will also make any increase easier as the step up will not be as large as it would be if we reduced the fee now.