

2019 Annual General Meeting Minutes

Date: 27th April 2019 - Venue: Sapperton Village Hall, Sapperton

Those present were as follows: Dave Champion (DC Chairman), Lee Hayward (LH Secretary), John Roberts (JR Treasurer), Cherie Gordon Eales (CGE Events), Tanya Gray-Jones (TGJ Data Manager), Rosemary Davies (RD), George Connor (GC), Leslie Gilbert (LG), Colin Pinchen (CP), Stuart Peoples (SP), Moira Peoples (MP), Jacqui Cockram (JC), Diane Townsend (DT), Paul Townsend (PT)

Following items numbered as per the agenda (See Appendix 1). Each item below was covered by the name in brackets. Additional comments/questions are in italics:

1) Apologies: (LH)

Apologies received from Jason Doe, Ellen Winter, Caroline Jackson-Houlston

2) Review of Previous Minutes: (LH)

- The accounts were very healthy.
- Membership healthy, but down on previous year. *LH speculates that this may be due to not releasing a finalised foray programme until very late in the year.*

LG asked if membership is yearly from date of payment? Membership is annual from 1st January to 31st December irrespective of payment date, although membership may be carried over if joining with two or less forays remaining (LH).

Recap of actions arising from the 2018 CFG AGM:

1. Action: Contact NatWest and arrange the necessary changes for CGE to be added as a Cotswold FG signatory to cheques and payments (LH). **Action Completed.**
2. Action: LH to contact NE re: Savernake permission to foray. **Action Completed.**
3. Assess moving to British web hosting. **Action Completed.**

3) Chairman's Report (DC)

DC happy with the group activities and direction and states that the main strength of the group is down to the involvement of its members.

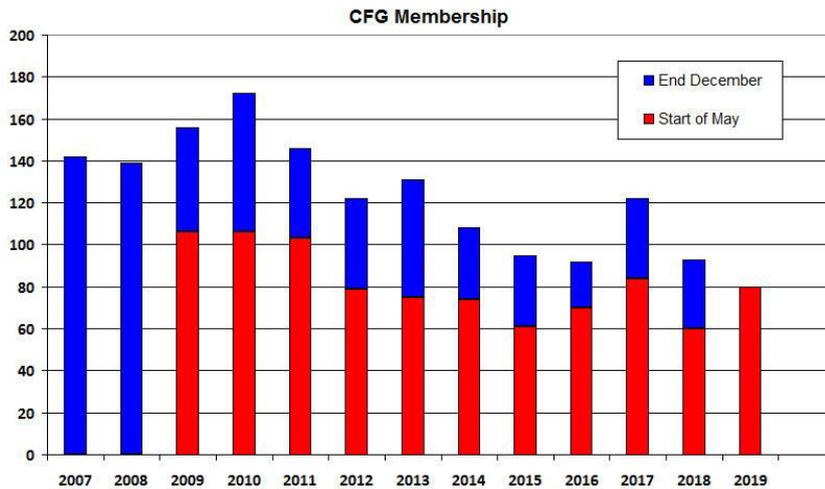
4) Treasurer's Report (JR)

- Account currently £2,278.45. £100.00 to be paid out (to LH) and I've just banked £35.00 from membership. Hence actual balance is 2,213.45 (From £1,866.45 last year / +£347.00)
- Main income from membership and Westonbirt National Fungus Day.
- No major outlays this year. Website paid until Jan 2020 (1 year contract with BestWebHosting (UK)).
- Very little income from Westonbirt Public Foray this year due to lack of advertising at 2018 event.
- Still pending: Payment for DFG Website hosting.
- Further account details available if requested.

JR reiterates that the funds are for all CFG members and that any suggestions as to how the funds could be spent will be seriously considered.

LH mentions potential future group investment in 'home' DNA analysis equipment, such as the BentoLab system, but states that the technology will need to mature further first.

5) Membership Report: (LH)



Membership is strong: Currently 80 paying members to May 2019.

Regarding 2018 dip in membership (93 total paying members) - Maybe due to not confirming programme until very late, as I struggled to get permission for some woods (LH).

6) Secretary's Report: (LH)

Website paid until Jan 2020 (1 year contract with BestWebHosting (UK)). We currently host DFG & NSBFG. This will likely cease in Jan 2020 and they will host themselves. Both groups have been informed (LH). *This will make little difference to the cost of hosting to CFG (LH).*

All 2018 records have been collated and sent to most woodland management bodies and county records offices (GCER, Wiltshire & Swindon Biological Records Centre). Still need to send some records out. **Action: LH to complete distribution of 2018 records.**

Foray programme, Public Days, Talks/Presentations, Library, Website, Facebook, Microscopy Club are all in place.

Photo Competition: LH states that we don't intend implementing anything else major this year, unless anyone has any ideas they would like to see? The Photo Competition is mentioned, as the last one in 2017 was considered a success. TGI says that she would be happy to organise this. CP asks if the competition could take place early enough that the resulting calendar could be issued for the 2020 calendar year. Action: LH to liaise with TGI about organising photo competition.

Secretary (LH) comments that:

1. CFG Logo has been re-modelled slightly (LH)
2. CFG Library: JR & LH going to France re: Dave Shorten commemoration and Jenny Shorten has offered some books for the CFG library
3. We have been approached by Natural England (National) to ask for our help with a Hericium (Lion's Mane) translocation study (PhD study) at Savernake Forest. *LH responded that we would*

be happy to help, and also asked RD if she could assist further with monitoring the fungus. RD said that she would be happy to do so. **Action: LH to inform NE of this, and to supply further details to RD**

7) Election of CFG Committee (LH)

Current committee:

Chairman:	Dave Champion
Treasurer:	John Roberts
Secretary:	Lee Hayward
Recorder:	Jason Doe
Recorder:	John Roberts
Membership secretary:	Lee Hayward
Foray Organiser:	Lee Hayward
Website & Data Control:	Lee Hayward
Data Manager:	Tanya Gray Jones
Facebook Administrators:	Dave Champion, Cherie Gordon-Eales, Tanya Gray-Jones
Lunch Organiser:	Cherie Gordon-Eales
Events Organiser:	Cherie Gordon-Eales

All committee members were happy to re-stand for existing positions when asked. All AGM attendees voted in favour of this.

LH gave notice that he will stand down from all roles at 2020 AGM. Roles are to be advertised (LH). LH will re-stand for some roles in 2020 depending on which remain.

TGJ offers to, potentially, take over the role of website administrator. Thank you Tanya. **Action: LH to liaise with TGJ**

Should consider writing guide documents for those offering to take over any roles (CP). Attendees agree. LH also states that he will ensure support/advice for anyone taking over roles.

Action: Advertise the roles that are available on the CFG committee, via email (LH) and Facebook (DC/CGE/TGJ)

Action: LH to supply guidance documents and support to any potential committee members taking over his roles.

8) CFG Schedule for 2019 (LH)

Foray programme for 2019 has been finalised, and published on the website.

The January 2019 Westonbirt public/forays/picnic have been finalised.

Just the Forestry Commission woodlands still to be confirmed (Savernake & Webb's)

There are two public forays:

- Westonbirt on National Fungus Day. I've invited CFG/DFG/NSBFG. Same format as last year - Group foray / Public forays / Fungus display & info / Fungus Groups Picnic in adjacent rooms in Education Centre.

- Batsford Arboretum, we do for costs plus lunch only (not yet confirmed)

Joint foray with NSBFG at two NSBFG woods in October. Two favourite woods of the late Roy Betts.

Lectures/Presentations/Talks/Walks already confirmed are all listed in the events section of the CFG website.

Microscopy Club sessions through 2019, Events Manager has discussed. **Action: Organise Microscopy Club sessions (CGE)**

Asked about funding for the Microscopy Club (DT asked about her students possibly attending?) LH states that the intention is that it be free for CFG members, with a small fee for non-members. Priority given to members if demand is high (as last time).

Photo Competition - originally no intention to run this year. *Following discussion and interest (see section 6, above) we may now run the competition this year.*

9) Any Other Business (LH)

- Photo-Synthesis memories project (CP) - To celebrate 100 years of the Forestry Commission, Westonbirt asked for photos/stories that will be considered for a display along their Summer Trail and as part of an online archive. CP has submitted an entry, on behalf of the CFG, in the photo category: A special occasion. Accompanying story: Dave's Tree: Dave Shorten was an expert field mycologist and a founder member of the Cotswold Fungus Group. Over the years, the Group has regularly surveyed the Arboretum, identifying over 1,000 species. Sadly, Dave passed away in September 2018 after a day's foraying in his adopted home in France. On the 25th November 2018, family and friends attended Westonbirt to dedicate an Alder-leaved Whitebeam (*Sorbus alnifolia*) in his memory. Tree Id No: 45.1140, Year photo taken: 2018. Thank you Colin.
- LH mentions Bentolab DNA analysis equipment training sessions run by the BMS later this year. LH may attend and SP is also interested. **Action LH to send details to SP**

Actions resulting from the meeting:

1. LH to complete distribution of 2018 records
2. LH to liaise with TGJ about potentially organising photo competition and assuming role of website administrator
3. LH to inform NE of this, and to supply further details to RD
4. Advertise the roles that are available on the CFG committee, via email (LH) and Facebook (DC/CGE/TGJ)
5. LH to supply guidance documents and support to any potential committee members taking over his roles
6. Organise Microscopy Club sessions (CGE)
7. LH to send details to SP of Bentolab DNA analysis equipment training sessions run by the BMS later this year

Appendix 1: Annual General Meeting 2019

Date: 27th April 2019 at 14:15pm

Location: Sapperton Village Hall, Sapperton

Agenda:

- 1) Welcome & Apologies.
- 2) Review of previous minutes.
- 3) Chairman's report.
- 4) Treasurer's Report.
- 5) Membership report.
- 6) Secretary's report.
- 7) Election of CFG committee.
- 8) CFG schedule this year.
- 9) Any Other Business.

CFG Finances:

- Account currently £2,278.45. £100.00 to be paid out, £35.00 just paid in. Hence actual balance is 2,213.45 (From £1,866.45 last year. +£347.00 for the FY)
- Still pending: Payment for DFG Website hosting.

CFG Membership:

