



THE RUSKIN FELLOWSHIP

MINUTES OF AN EXECUTIVE COMMITTEE MEETING HELD ON SUNDAY 17TH APRIL 2011

1. **Present:** D Hollingsworth (President), A Shepherd (Sec), E Jeffers, A Sieve, A. Potts (part of meeting), R Dyas-Elliott, R Maher, P Hamilton, F Simkins, B Anderton, R Sealey.
2. **Apologies:** D Cant, D Liversedge, S Courtney, A Wright, A Mullender, J Kimberley, B Smith, O Murphy
3. **Minutes of the last meeting, held 23 January 2011:** The minutes were agreed a correct record except for the addition of O Murphy's name to the list of apologies. The Executive asked that it be recorded that these apologies were received late and that 48 hours notice should normally be given when apologies for absence were in writing.
4. **Matters Arising:** It was reported that most items arising from the minutes were either incorporated in the Officers' Reports (previously circulated – see below) or were shown as separate items on the agenda.
 - i) 2012 Calendar (min 4 vii refers): It was **AGREED** that Debbie would investigate the development of a calendar to mark the Centenary of the first Fellowship meeting.
 - ii) Fellowship Archive (min 4 xi refers): The Secretary reported that he had discussed with the Librarian the Fellowship papers held by the library and had been given access to the library during the period immediately preceding the Executive meeting. The situation was that there were few records of Fellowship meetings still in existence. The annual College Reports provided summary notes of the progress of the Fellowship for most of the 100 years since its inception. It was **AGREED** that the Secretary would compile a portfolio for the next meeting.
 - iii) Lena Wanford (min 4 xii refers): It was **AGREED** that the Secretary would ask the Principal if a Fellowship member could join any health and safety training that might be organised by the College for its staff.

It was **NOTED** that the Reunion Booking Form had been amended to cover any needs.
 - iv) The proposed new constitution (min 5 reports): It was reported that this would be discussed under 'timed business' later in the meeting. It was further reported that Diana Cant and Don Liversedge had contacted the Secretary and sent him a copy of the 1995 Fellowship constitution. This was the constitution that the Fellowship is currently using. **NOTED.**
 - v) Officers' Reports (min 6 i 1 – last bullet point – refers): It was reported that the Graduation Day had been brought forward a week and is now to be held on 15 October 2011. **NOTED.**

There followed a discussion about the need to improve recruitment to the Fellowship. Bob Anderton had attended the Graduation Day in 2010 but this activity did not result in any leavers joining the Fellowship. It was **AGREED** to ask the Principal if the Fellowship could have a notice board in a prominent position in the College to support an awareness and understanding of the Fellowship and its work.

- vi) Equal Opportunities (min 7 refers): It was **AGREED** that Debbie would send out the questionnaire.
- vii) List of events (min 10 refers): It was reported that some work had been done on attendance at Leveller's Day, which was reported in the Officers' Reports that had been circulated for his meeting.

Richard asked for an update on the position of the RSU. It was confirmed that the Fellowship was not sure of the current position and that it was likely that the RSU would be sorting out its organisation after the Easter break. The President said she would keep the position under review. **NOTED.**

6. **The proposed new constitution for the Fellowship:** The following changes to the draft, which had been previously circulated, were **AGREED:**

- Page 1: Paragraph 2.3. To amend "men and women" to read "people".
- Page 2: Paragraph 4.1 It was **AGREED** that this paragraph be more clearly defined before agreeing the final draft. (DH, AS, BA)
- Page 2: Paragraph 4.3. To delete this reference. Already covered in 4.1 and 4.2.
- Page 2: Paragraph 5.2 To amend the second bullet point to read: "Two Deputy Presidents who will act in the absence of the President and who may hold office for no more than three years (but elected annually)"

It was **AGREED** to draft a role description for these officers.
- Page 2: Paragraph 5.2 To delete the reference to "A Fellowship Database Administrator". To add: "Any other specific task officer(s) that the AGM deems appropriate."
- Page 2: Paragraph 5.4 To amend the second bullet point to read: "11 ordinary members elected at the AGM."
- Page 2: Paragraph 5.4 To amend the third bullet point to read: "Such former presidents and/or other persons elected to date to the office of vice president for life."
- Page 3: Paragraph 6.6 To delete this paragraph in its entirety.

During this discussion Angela Potts left the meeting due to the discussions taking place. The President is clarifying Angela's future intentions regarding her membership of the Executive.

The Executive **AGREED** that there was insufficient time to consider the draft Standing Orders at this meeting.

7. **Fellowship fees:** There was not a paper to support this discussion. After discussion it was **AGREED** to:

- Remove the category of Honorary Membership
- Remove the provision to pay a £1 fee
- Amend the Annual Fee to be £5 for payment by direct debit and £6 for non direct debit payments. It was **AGREED** that the Secretary check with Sally Courtney to ensure a direct debit system was available to the Fellowship.

It was **AGREED** to change the Fellowship Application Form accordingly.

8. **Reports from Standing Committees**

8.1 Organisation of reunion/AGM: It was reported that there had been a sub committee meeting immediately before the Executive meeting. The following points were recommended to, and then **AGREED** by, the Executive:

- That an addition be made to the calling notice for the reunion that asked members, whether they were attending the reunion or not, to inform the Fellowship of their email address. It was agreed that Richard Maher would be the contact point for these returns.
- That a further addition be made to the calling notice that requested members to bring to the reunion any memorabilia of their time at Ruskin.
- That, because the theme this year is the history of Ruskin and the Fellowship, the activity that is planned, which will enable members to talk about their time at Ruskin, should have the potential to be recorded. The President is to contact the College regarding facilities to this end.
- That the President would be the person to whom booking forms should be sent. Debbie's name should appear on the booking form, but with the College as the postal address.
- That the President will seek donations for raffle and quiz prizes.
- That the President will seek costings for evening entertainment from two potential providers, a comedy music duo and a folk duo.
- That a Facebook page should be established for the Fellowship. Debbie would set this up addressed as 'Fellowship at Ruskin'. There would be two moderators for the site and the Secretary would be a third contact.
- That the reunion booking form had been amended to take into account support required for mobility, hearing, sight and 'other'.
- That, in terms of speakers, it was reported that possible speakers included one or more of the following: The Principal, Stephen Yeo, John Hughes, Roy Moore, and David Horsfield. **NOTED.**

8.2 The Student Fund: A report had previously been circulated that outlined income and expenditure in this Fund between 2005 and 2009. The year 2009 was the latest recorded figure and showed that, according to the rules covering this fund, there was £460 to spend. The Secretary reported that an email had been received from the Principal suggesting spending this amount on the 'chairs for Headington' appeal. There was discussion around providing support for student activity around Levellers' Day in May and Tolpuddle in June. It was **AGREED** to provide support for these two activities as the first priority and, if there is money left, to support the 'chairs' appeal.

9. **Officers' Reports:** These reports had previously been circulated to all Executive members. The President spoke to the item in the report on Leveller's Day. She reported that C Wilkes had agreed to fund transport but, because there was no effective RSU, it was difficult to disseminate information about the event and to get students interested. A flyer was being produced.

This led to a general discussion on Tolpuddle. Anne Sieve asked if staff coming from the College would bring Fellowship membership forms. The Secretary **AGREED** to ensure amended forms (see minute 7 above) and Gift Aid forms would be available.

Because of time the remainder of the report was simply **RECEIVED**.

It was **AGREED** that Standing Orders be suspended for 15 minutes to enable correspondence to be discussed.

10. **Correspondence:** The Secretary reported that 146 emails and one letter on Fellowship business had been received since the last meeting. The main items were as follows:

i) O Murphy

- Received 27 February: Re the moving of the Executive meetings to Sunday, with which Owen disagrees. This communication, dated 23 January, was sent to the Secretary on 27 February, hence its inclusion in this report rather than the January Executive minutes. **NOTED**

ii) A Mullender:

Received 1st March

- Graduation date changed from 22 October to 15 October **NOTED**
- Audrey is happy to be named the initial contact or anyone wanting to start a regional group. This information would be passed to the Fellowship straight away should she be contacted. **AGREED**
- A suggestion that Ruskin merchandise might be donated for quiz prizes at the reunion. Confirmation required that we would be interested. **AGREED WITH THANKS**
- Audrey would appreciate help in asking for donations for the 'chairs for Headington' appeal. The Executive discussed this at minute 8.2 above.

Received 11 March

- Information re Tony Harries – comedy/music duo. See minute 8.1, bullet point 6, above.

Received 11 April

- The Secretary reported that the Principal had proposed the 2012 reunion/AGM be moved to 27/28 October to coincide with the launch of the new academic building at Headington. It would be possible to hold 28 en suite rooms for Fellowship members on a first come first served basis. Further accommodation could be provided in local guest houses in Headington and the College could seek reduced rates in these establishments. The Executive said that it would like to get approval from Fellowship members at this year's AGM in September for the change. **AGREED**

- iii) Stuart Maidment:
 - 8 April: Request for articles for summer Newsletter
 - 8 April: Request for date of envelope filling meeting.
 - 8 March and 21 March: Information on O and R Meetings
 - 24 Feb, 21 March, 7 April, 8 April: Database updates
 - Various dated emails on the continuous updating of the Fellowship page of the College's web site. **NOTED**

- iv) Brian Smith:
 - 21 Feb: Re President Obama's visit
 - 4 March: Re Sunday meetings. Says that Owen Murphy, John Hurlston, Art Wright and he are against the change. **NOTED**

- v) Carole Orgell-Rosen:
 - 14 Feb: Advice on Fellowship history
 - 14 Feb: Comment on the fact that there was no report from College Council by Fellowship reps. Says that such a report would be helpful because of the unknowns in FE and HE funding. **NOTED**

- vi) Art Wright:
 - 14 April: Confirming that he will not be available between 7-22 May. **NOTED**

- vii) Diana Cant and Don Liversedge:
 - Letter received from Diana and Don. The secretary reported receiving a lengthy, handwritten letter that included many interesting points, including the following:
 - In terms of the establishment of London Group, Don tells us that Diana and he, along with Anne Sieve, were members in the 1960s and 1970s and used to meet in the House of Commons. He says that they "organised one of the few open meetings addressed by Clem Attlee in the House of Commons." He goes on to say that, when Anne left London and their Treasurer, Don Sutherland, died the London Group became inactive. He goes on to list the groups he is involved in and therefore has "no spare capacity to stir up the Ruskin London group".
 - Diana and Don also remind us that:
 - “It takes some years for people to decide to become ‘Ruskin Fellowship’ sort of people. What we have on offer is not an ‘instant’ satisfaction but an ‘enduring’ Fellowship.”
 - They also apologise for their handwriting [no need] and for not having a computer.
 - Don is 93 years old and could not attend the London Ruskin meeting at the Marx Memorial Library earlier this year. They are both housebound now.
 - Finally, they sent a copy of the 1995 Fellowship constitution, which is the one we are in the process of amending.

The Executive asked the Secretary to write to Diana and Don, giving them our best wishes and thanking them for sending a very interesting letter. **GLADLY AGREED BY ALL.**

- 11. **Date of next meeting / remainder of meetings this year:** It was **AGREED** to meet on Saturday 2 July for the final Executive meeting and for the 'envelope filling' session. The meeting would be held between 12.00 and 1.30 and the main agenda item would be to finalise the proposed constitution. Envelope filling would take place between 1.30 and 4.30.

- 12. There being no further business the meeting closed at 4.15