

INCORPORATED PHONOGRAPHIC SOCIETY

MINUTES OF ANNUAL GENERAL MEETING

held on Saturday, 3 December 2016,

at the Civil Service Club, Great Scotland Yard, London SW1,

commencing 15.00.

PRESENT: Mary Sorene (Chair), John Dawson, June Harris, Pat O'Neill and David Pritchard.

- 1) **THE PRESIDENT'S ADDRESS** was the first item of the meeting and is summarised elsewhere.
- 2) The Notice convening the meeting was read.
- 3) **APOLOGIES FOR ABSENCE:** Apologies for absence had been received from, David Pritchard, Audrey Boyes, Eileen Downham, Richard Ward, Gillian Stevenson, Jacky Hill, Ronald Goldsworth, Arunkant Parekh, Eileen Downham, Pamela Robinson, Anne Preece, Katie Day, Mrs V Sutcliff, Miss J Barfoot.
- 4) **THE MINUTES OF THE AGM** held on 7th December 2015, distributed in the October/December 2015 issue of the IPS Journal, were received and they were confirmed as a true record by John Dawson proposing and Pat O'Neill seconding.
- 5) **THE REPORT OF THE COUNCIL** for the year ended 30 June, 2015, was received and adopted by the meeting, with David Pritchard proposing and John Dawson seconding.
- 6) **THE STATEMENT OF ACCOUNTS** for the year ended 30 June 2014 was received and adopted by the meeting, with David Pritchard proposing and John Dawson seconding. June Harris was thanked for her excellent work on the report and accounts.
- 7) **EXPLAIN THE REASONS FOR DISCONTINUING THE THURSDAY EVENING SHORTHAND PRACTICE SESSIONS** John Dawson expressed his disappointment that it came to that, but that the IPS had to be realistic from a financial point of view. The Chair agreed that it was the fact that, as nobody came, unfortunately, from early December 2013 until the end of July when we had our usual closure during August, and we had our first date for going back at the beginning of September, we had to take the reluctant decision that we could not continue. We tried, as the Chair mentioned in her address, to drum up more interest by a more modern method of Meetup, but again although a few people whom we do not know sent messages to us, nobody actually came along.

We were renting the room at a special discounted rate of £312 per quarter. The Chair looked at premises where we could store our archive material, but even that storage was going to be in the order of £1,000 a year. When we gave notice to Bishopsgate we were obliged to pay for the quarter we had already begun and had our last Council meeting there in September, but they did require that we vacate the basement. The cupboards were emptied and archive material is currently stored at the home/office of the Chair.

There are a lot of books on shorthand, Pitman's, Gregg, T-Line and Speedwriting. We may have to decide what to do with them long-term. The examination papers are also there but the general ones will need to be up-dated from some with "pounds, shillings and pence". We also have some Hansard ones and "journalist-style" that we began to offer last year. One group has asked for some journalist-style examinations in April which will be conducted by the Chair.

8) TO ANNOUNCE THE ENDING OF THE SOCIETY'S ASSOCIATION WITH THE BISHOPSGATE INSTITUTE This was bound up with the item under 7).

9) ELECTION OF COUNCIL FOR THE COMING YEAR Council members agreed to be re-elected. The following were re-elected: Mary Sorene, June Harris, Iris Cox, John Dawson, David Pritchard, Pat O'Neill, Eileen Downham and Gillian Stevenson. We have had no applications to join and nobody has resigned.

10) TO APPOINT MR C COFFIN AS INDEPENDENT EXAMINER FOR THE 2014.

The Chairman proposed his appointment and John Dawson seconded.

11) ANY OTHER BUSINESS.

Before getting on to matters of AOB the Chair thanked all Council members for their contributions and thanked June for today and for all the organisation. (Applause)

The Chair confirmed that the new website was now up and running and brought a few pages printed up. The shorthand in the logo does not show up too well in the print-out, but it is a bit clearer on the website. Thanks were given to June Harris for providing the copy for the web designer.

The content is the same as was on the old site, but the Chair had asked Council members whose details are not there for a bio. Just a few words will suffice.

The Chair will be putting more content on within the next few weeks, such as the President's talks from the last few years.

As for a “blog” that will go under “Latest”. The Chair had currently put “Welcome to the IPS new website” and “our AGM is today.”

Pat wondered if we could put something in shorthand on the blog. We could scan it in.

There was discussion regarding copyright. It was understood that we could not copy other people’s work, but if a contributor wrote their own article and also put it into shorthand we could scan that in. June has “special” paper that we can provide for people to write the shorthand on. It has dots instead of a solid line so that it comes out clearly. Contributors write their shorthand in normal size, but must take care to write it carefully to make it as “copperplate” as possible. It must not be in pencil and ideally in black ink.

The Chair raised the question of the fees for the on-line dictation. It was set at just £5 for the hour and to the extent that we have had three people some weeks and two people other weeks, we believe it is successful. Ideally, we would wish to attract more people and the up-dated website it should bring people to us. Should we leave the fee the same or increase it? The Chair asked how we can give our members a benefit. It was felt we would be making things too complicated if we had different pricings. It was therefore **AGREED** that the rate should be £5 for the hour for all.

The general consensus was that it should remain the same for the year and re-visit any increase in fees during the year.

The Chair asked if we should be increasing the subs or the examination fees, or leave it all alone? It was **AGREED** that we also leave the subs and examinations the same. There was concern about the overseas examinations where the postage had gone up. It was therefore **AGREED** that we ask for an increase in the cost of postage.

The Chair had received good feedback for the on-line dictation. Those who book on are sent a link and have to get the software working correctly for them.

There was then discussion regarding where we hold future Council meetings. Various locations were discussed. The next meeting of Council will be 28 January 2015 at 6:30 p.m. and the Chair will see about getting a room close by Bishopsgate.

The meeting closed at 4:25 p.m.