Appendix A – Summary of Past Action Points

# Action Points

**2020:**

* Send any videos of TR to RAS (All) – ongoing
* HN to share link to GDrive photos (emailed) – done
* RAS to look into archive material storage options and report back – discussed in AOB
* HTD to create a list of options incl. pros/cons for web hosting – discussed in AOB
* MS to be Zoom Coordinator - done
* MS & RAS to coordinate Christmas party zoom - all to complete doodle poll - done
* All to let HN know if have any non-standard kit items (thanks to those that have already) – done
* HN to re-compile list of all kit items – to be provided to HTD
* EH to contact Ravens still paying subs – done
* RAS to coordinate Christmas fundraiser – done

**2019:**

* Crawl organisers to ensure people leave pub at correct time – ongoing, remove from action points
* KR & BW to work out how Deputy Foreperson role will work (by Christmas) – no longer required
* Nominate Deputy Foreperson before Christmas – N/A
* EW to investigate new practice location – N/A
* RAS/EW to create crawl plan for next few months, share with Thrales. To complete by Christmas – N/A
* Tour Organisers to let RAS know what areas they can cover – N/A
* HTD share petticoat links – done
* WA & MC to find new braces – done
* HN to create updated official kit list – will need to revisit shoes again to ensure still available
* EW to look up cost of team umbrellas – N/A

**Carried forward:**

* HN to take stock of women's rapper emails – ongoing
* RAS pub federation idea to be developed / tested – N/A
* Disk with dances, and notation received from Phil at Mabel day. To be reviewed/ensure stored appropriately
* BW to send video and letter to Pearsons of Earsdon stepping – Revisit as appropriate
* HTD to coordinate DoD /100th crawl idea – Revisit if appropriate
* HL to return outstanding necker – Check correct number of neckers available (HN/HTD)
* EH review maximum spending on account – MS to investigate if this could be made larger in future

Appendix B – Officer Reports

# Treasurer – Interim Report

**Bank Balances**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 31/10/12 | 18/11/13 | 31/10/14 | 31/10/15 | 31/10/16 | 31/10/17 | 31/10/18 | 31/10/19 | 31/10/20 |
|       £0.73 |   £309.24 |   £659.51 | £1352.62 | £1360.50 | £776.43 | £1229.86 | £1,592.63 | £4,456.43 |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 31/10/21 |  |  |  |  |  |  |  |  |
|       £? |  |  |  |  |  |  |  |  |

**Income/Expenditure summary for the year**

|  |  |  |
| --- | --- | --- |
| *In* |  |  |
|  | DART Subs | £960.00 |
|  | DERT refund | £145.00 |
|  | Babies (net) | £11.00 |
| **Total** |  | **£1,116.00** |
|  |  |  |
| *Out* |  |  |
|  | Archive | -£53.82 |
|  | DART refund | -£130.00 |
|  | Swords | -£260.00 |
| **Total** |  | **-£443.82** |
| **Net Total** |  | **£672.18** |

|  |  |  |  |
| --- | --- | --- | --- |
| **DART** |  |  |  |
| *In* | 2019/20 | payments | 1040 |
|  |  | fundraising | 1295.27 |
|  |  | donated subs | 504 |
|  | 2020/21 | donated subs | 960 |
|  |  |  |  |
| *Out* | 2019/21 | expenses and refunds | -830 |
|  | 2020/21 | refunds | -130 |
|  |  |  |  |
| **Total** |  |  | **£2,839.27** |

**Comments**

Team members had the option to stop monthly subs or switch them to donate towards DART funds.

Hall hire was paused whilst we weren’t using the hall and will resume in November. This is because we continued to pay for the half for 2 and a half months, which the hall offered for us to use as credit.

We were refunded some of the fees for DERT 2020.

There were no crawls this year.

Lots of people had babies! So we bought them presents, there is £11 of money left over.

As of 26th September, total accounts was £5,100. Of this, £2,800 (needs checking) is for DART, which leaves £2,300 for non-DART funds\*. This is probably higher than usual because it includes some of the run up to DERT 2020 but none of the subsidy for hotels and trains that would usually have followed.

DART: At one point Martin and I thought that it would cost ~£700 per person to get to DART. So we could fund 4 people to get to DART (assuming prices stay the same)

**Other assets**

* 3 sets of rapper swords and sword bags (Hannah N and Emma H)
* 4 pewter tankards (Katherine, Laura W, Jo, Hannah N)
* Limited spare kit (Hannah N)
* 1 roll each of black and blue skirt fabric (Sue)
* Assorted fabric, haberdashery and diamante applicator (Sue)
* Bugle and stuffed raven (Sue)
* Westerhope ties and EFDSS badges
* Tommy outfit (Paul)
* Assorted merchandise from DERT 2020 (Emma H)

\*The full unrounded numbers: As of 26th September, total accounts was £5,128.61. Of this, £2,839.27 (needs checking) is for DART, which leaves £2,289.34 for non-DART funds.

# Archivist

Hello everyone, the Tower Ravens archive is doing well. I managed to do lots the necessary digital tidying up last year, so there has been less to do this year. What I have done is buy some archival quality packaging for our small physical collection. All our DERT certificates, event programmes and other ephemera are now tucked away in plastic pockets in an acid free box. And there is more packaging waiting for more DERT certificates.

We discussed digital storage at last year’s AMG and I can report back on how much it would cost to expand our G-drive storage capacity.

-  £15.99 a year for 100 GB

- £29 a year for 200 GB

I think 100 GB would probably be enough for us at the moment. The benefit of this is it’s easy to allow people to see and access the material and we don’t need to change what we’re doing currently. The cost is fairly low but it will add up over years. The drawbacks include running out of space again and the inherent dangers of relying on cloud storge.

The other option is to have a hard drive which we use as a backup for all materials. This would mean all of the videos and potentially lots of the photos would only be there and not in the G-drive. The benefit of this is a one-off payment and protection of our material – we wouldn’t be relying on the cloud. Downsides of this include reduced accessibility for members of the team, the archivist (or whoever has the hard drive) becomes a gatekeeper for the material and they don’t last forever. This would not mean I would stop putting vids on YouTube though – you’d all be able to see them there.

The cost of a suitable hard drive is £40-£50.

Currently all the photos and videos I have are backed up to my personal hard drive. This is not a good long-term solution but our stuff is safely backed up for now.