**Minutes of the 38th Annual General Meeting of the Knitting and Crochet Guild held at The Edge, Endcliffe Village, University of Sheffield on Saturday 2nd July 2016 11am.**

**1/ Welcome and apologies**

The meeting was quorate with 67 members present and apologies from 53 members , including retiring board member Annmarie Hedges. 41 proxy votes were received.

**2/ Announcements**

It was announced that the vote would be by ballot and papers were placed on chairs, members voting as proxies would be given an extra voting paper by the secretary. A website survey would also be conducted.

200 Club envelopes would also be collected.

Finally the Lee Mills team were also thanked for putting on such a splendid Open Day for 26 members the previous day.

**3/ Minutes of the 37th AGM on 4th July 2015**

Proposed by Linde Merrick and approved.

There were no matters arising.

**4/ Report and Accounts 2015-16**

A detailed summary of all the financial activity is in the agenda as well as on the members’ area of the website. We were fortunate to have our auditor Penny Ryan with us. Penny has been instrumental in us getting the accounts into the officially approved format for which we thank her.

In summary income is up from last year due to a large increase in membership of over 33%. There is also income from sales on ebay and at shows, donations and activities such as the conference and Sheringham weekend. The treasurer thanked Leighton Buzzard branch for their ongoing support in the form of donations and organising events such as Sheringham.

Our main outgoing is the collection at Lee Mills although this is also our chief asset. Other costs are Slipknot, conference fees and the website depreciation.

We are hoping to expand on Study Days and workshops at Lee Mills.

There was some money previously in a restricted fund (£1,219 from the Charities Advisory trust) which was specifically for the collection. This was used to buy archive boxes and for preservation and repair of the items in it. There is £969 left in the fund now.

The Board wanted to make clear that the accounts are reviewed at every board meeting and that members are encouraged to see them at any point during the year.

A question from the floor was taken, this was about branch accounts. At present these do not have to be produced by branches (29 to date).

A vote was taken to accept the minutes. Proposer Betty Wood, seconder Jennifer Short. The accounts were accepted by a majority.

**5/ Appointment of Directors;**

Tricia Basham: proposer Janet Collins, seconder Jacqui Taylor

Fiona Laden: proposer Maureen Wheeler, seconder Linde Merrick

Marion Dye : proposer Betty Wood, seconder Emma Vining

Lin Malcolm: proposer Rebecca Price, seconder Marion Dye

Gillian Oliver: proposer Val Box, seconder Angharad Thomas.

Following counting of voting papers all these were accepted by a majority.

**6/ Appointment of Office Bearers**

Tricia Basham was re-appointed as treasurer for another year. Proposer Michael Mann, seconder Rita Taylor.

Lin Malcolm was appointed secretary, proposer Helen Jordan, seconder Penny Ryan.

Following counting of voting papers all these were accepted by a majority.

The Board of the Knitting and Crochet Guild 2016-17 consists of the following ; Tricia Basham Treasurer, Lin Malcolm Secretary, Maureen Wheeler, Barbara Kolator, Fiona Laden, Laura Miller, Jacqui Taylor, Marian Dye, Gillian Oliver.

There were no nominations for Chair or Vice-Chair.

There was a question from the floor about the frequency of meetings and where they were held. The Board reiterated that it is also possible to be a post holder rather than Board Member if anyone has a particular skill.

**7/ Board Reports 2015-16**

Secretary’s Report

Barbara reported that the main focus of the year had been on improving the website and keeping it updated. It was proving very popular and gaining us many new members. A calendar of activities had been added which was a very handy feature. The next step would be to look at possible advertising on the website.

As well as the website being successful in gaining new members we have also done well at shows by having a presence at many more than in previous years, some of these include Ickworth Wool Fair, Yarndale and Ally Pally.

A new venture this year was Fiona’s Yarn Shop mailing, to date 221 shops have been written to and invited to join as members. They are sent a decal to put in their window and asked to put a link to the Guild on their website, we will put a link to their shop in return and promote them to our members. This is seen as a way of not only gaining new members but also helping shops who are struggling in the internet age and is intended to be of mutual benefit. So far 25 shops have joined.

Barbara concluded her report by acknowledging and thanking the previous board of Jennifer Short, Julia Blanchett and Jane Smart for everything that they did to put the Guild on a sure footing and establishing the original website and structure on which we could then build. Lastly we wish to thank Annmarie Hedges, who is stepping down as a director, for all her good work and wise counsel and for always being there when needed, whether it was for manning a stall or welcoming new members. Thank you from all of us on the board to all of you.

**Collections Report**

First of all Maureen reported on the Risk Register. The main issue was the renewal of the lease at Lee Mills. This should not be a problem but if we did lose the site there would be nowhere at present to house the collection.

The Collection has had a very successful year. There are now regular teams of volunteers in increasing numbers including several people from Huddersfield University. The library has been established and catalogued by Val Box, Ann Jackson Blake and Ruth Gilbert. This is available for members to peruse while they are at the site. There are over 1,200 books.

Barbara Smith and her team have sorted the patterns and publications and copies can be sent to members by request.

Angharad Thomas, Alex Rudkin and Maureen Wheeler have sorted the boxes of items, photographing, recording and cataloguing as they did so. Maureen thanked them all for their dedication on behalf of the board.

Julia Halliwell has made new display boards for taking to shows. These are inspired by garments in the collection and are arranged in a seasonal palette showing photographs of collection items pinned on to backing board. They are very colourful and effective. These boards were displayed throughout the conference. They will be used at all of this year’s remaining shows and are based on this year’s theme of “Colourwork”.

During Yarn Week 14 volunteers sorted shade cards so they are ready to use.

Education; owing to the good relationship between the Collection and Huddersfield University 4 students have been doing work experience at the Mills and there will be another one next year. A display of collection items will also be at Heritage Quays the University archive.

The Guild has funded a Hand Knitting Award in conjunction with the Bradford Textile Association. This was presented by Angharad Thomas.

A new more flexible approach to Open Days has been tried. Groups can arrange when they would like to visit and what particular items they wish to see such as Shetland Shawls.

Trunk Shows are proving increasingly popular and a new “trunk” is needed as well as more volunteers to present it. So far apart from various groups the show has been at “In the Loop”, Skip North, the West Yorkshire Archive Service and the Huddersfield Branch of the WI. Anyone requesting a visit can contact the Collections team.

Surplus disposal is going well and there is not much left.

The team’s next objective is to apply to the Heritage Lottery Fund to show how the work of the collection can be integrated into the community and achieve a sustainable future for it.

Linde Merrick proposed a vote of thanks to everyone at Lee Mills for turning the Collection into something useable and one to be proud of.

**Treasurer’s Report**

Tricia reported that so far the work of treasurer and membership secretary were done by one person as they were linked but that it was time to split them and train up a new treasurer to take over at the end of her term in 2017. She has proposed Jane Hirst to be co-opted as treasurer’s assistant. Her first task will be converting all the standing orders going in to the Nat West account into ones going into the Cafcash account. The accounting system also needs to be changed so that it can be used by 2 users.

Membership has increased since the website launch but there is still the retention problem after 1 year. Beverley Usher is helping with new members and linking them to nearby branches

There are now 763 members many of them joining after Kate Davies’ blog about the Shetland Shawls in the collection, they are spread all over the globe from Australia, New Zealand, USA, Ireland and Holland.

There are still parts of the country not covered by branches, especially in the east. After the Ickworth Show (Suffolk) there was much interest in the Guild. Branches have been gained in Bath, Preston, Manchester, Oxford and W Sussex but lost in W. Northumberland, Cambridge and Suffolk.

The West Midlands branch is very successful partly due to the use of the free community meeting room at John Lewis in Birmingham.

The new format of Slipknot has been popular and it is the single thing that many members look forward to. If anyone would like to contribute an article they are requested to email the editors.

Terry Bearhope, who has been editing branch news is stepping down after many years and Anne Scahill will be taking over. Tricia thanked both of them for their efforts.

In addition Sally Magill has taken on editing a crochet section and Liz Smedley one on machine knitting.

Last year has been a very good one for shows both to promote the Guild and Collection and recruit members, some of these were Malvern, Fibre East, Iknit, Yarndale as well as Harrogate and Ally Pally. The collection team also did several small shows and exhibitions such as at Colne Valley Museum in Golcar.

Thanks to all those who helped with this, it takes a lot of volunteers and time but is worthwhile in raising our profile nationally.

**Future Plans**; there will be a session on this on Sunday.

The main priority currently is the renewal of the lease at Lee Mills.

Planning will also start for next year’s conference in Birmingham. This will be at the Ibis in central Birmingham on 7-9th July 2017. The West Midlands branch is hoping to entertain everyone on Friday with trips and other exciting activities.

**Yarn Shops**

Fiona described her mailing to local yarn shops. To date 221 have been contacted and 25 have joined as members. Once they have joined she sends them an email to encourage involvement but so far there has been no response, maybe a more personal approach is needed. She asked everyone to go into their local shop and ask if they had heard from the Guild and would they be joining. Any new shop details can also be sent to Fiona and she will contact them. The idea of this is to support the local shops in tough times while also encouraging them to host groups, trunk shows etc so that they get people in through their doors. In return we ask for them to display our decal and leaflets as well as hosting a link to our website on their websites. We will also do the same for them on ours.

**8/Any Other Business**

Angharad Thomas asked what was happening about the Chair situation now that not only was the board much larger but so was the membership. The board has said they will address this urgently at the next meeting in September.

Lesley O’Connell Edwards proposed a vote of thanks to the board.

There being no other business the meeting concluded at 12.45pm