



## Association for Historical and Fine Art Photography AGM

Chair: Kira Zumkley  
email: [chair@ahfap.org.uk](mailto:chair@ahfap.org.uk)

Minutes of AHFAP AGM 2nd November 2023

### 1. Minutes for 2021

No omissions or corrections.

Proposed by Ken Jackson  
Seconded by Jason Candlin

### 2. Chairs Report

Kira took some time to explain what the AGM was and how it was structured those new members who have joined us this year.

She then went on to talk about how challenging the last two years have been but also how there have been positives to come from changes in how we work. Most notable of these changes has been the move to conduct all our committee meetings online. This has meant positions in the committee have been opened to members from the wider UK. We are no longer a committee restricted by geographical location.

A few achievements for AHFAP this year

- i. Memberships and Webteam have moved to a online platform for fees and event bookings which has drastically improved workflow and reduced the time taken to answer membership queries.
- ii. Webteam have been regularly updating the website with new content. They have added a commercial members page and regularly update the jobs page.
- iii. We have had two successful online events this year as well as this years in person conference.
  - a. A panel discussion covering imaging standards which is now available to view on our website.
  - b. A salary guidelines event which gave a forum for members to discuss the salary guidelines paper. The paper is available on the website. The event was not recorded as it was felt this would give people a safe space to ask questions or comment. Any job now posted on the AHFAP website that does not fit within the salary guidelines will be posted with a disclaimer to that effect.

- iv. A new special interest group (SIG) has been created in AHFAP especially for managers or people fulfilling the roles of managers. In this group members will be able to share knowledge and get advice and support from their peers. Anyone in an eligible role should get in touch for more information.

### 3. Treasurers Report

Simon showed a detailed breakdown of finances for 2021/22  
See Appendix 1.

These figures do not include paying for catering etc for this year's conference. We are in a good financial position and have been able to subsidise tickets to this year's conference as a result.

### 4. Membership report

Mary showed a detailed breakdown of memberships for 2021/22.  
See Appendix 2.

Our membership has increased by 40 this year from 281 to 321 members

We have introduced membership terms and conditions which can be viewed on the website. These include instructions for using WebCollect.

Mary said that the next step is to get all members of institutions to create their own logins so they can individually book onto events and change their info. This should be initiated by the admin for each institution. Mary has said she will be in touch with larger teams in the coming weeks to ensure this is done.

Mary has asked for outdated supplier info to be updated by institutions if they had not yet done so.

### 5. Election of Committee Positions

Chris Viney is standing as web support officer.  
Proposed by Richard Everett  
Seconded by Kevin Percival

Claire Collins is stepping down from the role after 6 years of excellent service. Thank you for all your hard work and dedication Claire.

Kevin Percival is standing for the position of Chair  
It was thought that Kev would benefit from some time on the committee prior to taking on the role as Chair. The role of Co-Chair was reintroduced to help Kev in the transition over the coming year.

Proposed by Sarah Duncan  
Seconded by Ken Jackson

**AHFAP Annual General Meeting, 3rd November 2022, National Museum of Scotland**

**Income and Expenditure Report      Year ended 31 March 2022**

Income

<b>Donations (Bursary)</b>	£1500.00
<b>Membership subscriptions</b>	£5625.13
<b>Bank interest</b>	£0.85
<b>Total Income</b>	<b>£7125.98</b>

Expenditure

<b>Public liability insurance</b>	-
<b>Committee expenses</b>	£33.99
<b>Postage and stationery</b>	£3.95
<b>Accountancy fees</b>	£408.00
<b>Software (Zoom/WebCollect/GoDaddy subscriptions)</b>	£633.74
<b>Website (Google account)</b>	£79.07
<b>Total Expenditure</b>	<b>£1158.75</b>
<b>Income over expenditure</b>	<b>£5967.23</b>

Accounts independently audited by Stephen Godfrey, Godfrey Anderson Accountants,  
28<sup>th</sup> October 2022.

Appendix 2.