



**Minutes of Annual General Meeting, 13<sup>th</sup> March 2019 at 18:05**

**Agenda**

1. Minutes of last AGM, 12<sup>th</sup> March 2018

(Acceptance – Proposed: Mark Scudamore; Seconded: Tom Keaveny)

Approved

2. Chairman's Report

See Annex 1

(Acceptance – Proposed: Mike Maunder; Seconded: David Espley)

Approved unanimously

Ian Gordon proposed a vote of thanks to Tilele Stevens for her work on the marketing group committee and as chairperson.

3. Treasurer's Report and Accounts

See Annex 2

(Acceptance – Proposed: Keith Robinson; Seconded: Mark Scudamore)

Approved nem. con.

4. Election of Committee Officers

The following offered himself for election and was duly elected

Chairman – Nick Gudde

(Proposed Mike Maunder; Seconded: Alan Bodley)

The following offered themselves for re-election and were duly elected

Treasurer – Ian Gordon

Secretary - Mike Bloomfield

(Proposed Tom Keaveny Seconded: Keith Robinson)

5. Election of Committee Members

The following were nominated for re-election and were duly elected.

Tom Keaveny

Allan Malcolm

Mike Maunder

Mark Scudamore

David Espley

Terry Page

Alan Bodley

6. Any other business

There was no other business

7. Meeting closed 18:25. Next AGM 11<sup>th</sup> March 2020

**Annex 1**  
**RSC Marketing Interest Group**  
**Chair's Report for 2019**

I'm pleased to report that the Marketing Interest Group held a successful meeting programme in 2018, with six talks hosted here at Burlington House with a good selection of topics ranging from emerging contaminants to asking the question of whether hydrogen cells are better than batteries. We also had a visit to BRE Group's offices in Watford where we learnt about the science behind building and infrastructure. I wish to thank the Marketing Group committee members for their continued enthusiasm and for making 2018 another successful year. I would like to thank you, our members, for continuing to attend and support all of our events.

We have continued to work closely with the Management Interest Group, and we are looking forward to co-hosting a lunch time webinar with them on 'building effective collaborations in business' in April 2019. We have continued to liaise with the RSC's Education Division to explore how we can attract school groups to our lectures. In November 2018, we had our highest ever attendance for the lecture on crystal engineering. We are very grateful to our speaker and Burlington House who made it possible for us to have two lectures on the same day with the earlier lecture being tailored to 50 keen sixth form students.

We have arranged a full programme of events for this year. We kick started the year with an interesting January lecture which highlighted the limitless opportunity that exists when biomedical science meets chemical engineering and embraces commercial elements. This evening we are pleased to welcome Dr Hilary Hammett who is going to talk about the dark subject of drugs and poisons. Our full programme is listed on our web page. We also have printed copies of our programme if anyone would like to take one away with them.

We have some changes on our committee. We are very grateful to have two new members who have joined us and are happy to welcome Nick Gudde and Alan Bodley who have been on our committee since May last year. After six years of serving on our committee I will be stepping down. I am very grateful to the committee members for encouraging me to join the committee and for their continued support with navigating the RSC tributaries. A big thank you should also go to the RSC Networks team for their guidance throughout my term as chairperson. It has been a privilege to be part of so many great and fun events which have been held here at Burlington House. The Marketing Group has so much potential and will continue to go from strength to strength in the future and I look forward to catching up with many of you as and when I can attend future lectures.

I wish to thank everyone who attended our events for their support, our speakers for giving up their time, members of the committee for their hard work in organising the events, and the staff here at Burlington House for their assistance.

As always, if anyone has any suggestions for future topics, speakers, or visits, or might be interested in joining the Marketing Group committee, please talk to a member of the committee.

Finally, thank you all for attending this evening.

Tilele Stevens MSc CChem  
Chair, Royal Society of Chemistry Marketing Group

## **Annex 2**

### **Treasurer's Report 2018**

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Royal Society of Chemistry Marketing Group ITF

### **Treasurer's Report 2018**

The report for 2018 is as usual in the receipts and payments format. An audited copy is here for your inspection. I should at this point acknowledge the tremendous help and support from our Hon Auditor (and Tax Inspector!) Ann Holden.

I am pleased to report that our accounts on the RSC Bankline have been less subject to glitches this year, though no one has yet managed to migrate all our templates to the latest version. There will always be a few problems, related to not getting payments signed off electronically by a second signatory before the authorisation expired. I apologise to those inconvenienced by this. As it happens our apparent payments are some £1140 below our expense due to a bankline card glitch, they will appear in the 2018 accounts. Last year we carried over ca £500.

You will observe that our income benefited significantly from a supplementary grant of £1000 from the RSC this year. This will enable us just to remain in the black until we receive our 2019 Annual Grant. Our base subscription income is now much below our budget plan and so may I encourage any RSC member, not already a member of the marketing group, to join us and swell our ranks.

We shall make an application in 2019 for a further grant in order to maintain our annual programme of public lectures and visits. This will permit us to continue to offer our wide ranging evenings which attract ever larger numbers of the public as well as RSC members outside our own membership.

The total income was thus £2138. Meanwhile our expenses were £3645 (plus £1140 uncleared) well above those of 2016, notably because of large participation at our meetings. The majority of these expenses are paid to the RSC for services related to the evening meetings.

We had a net deficit of £1506, it must also be noted that our balance at end 2018 of £2300 includes provision for the expected further expenditure of about £2300 which will have fallen due before we receive our annual grant.

Our outlook for 2019 is dependent on receipt of a top-up grant so that we continue using our to subsidise our meetings as well as for inevitable administration charges. The support from RSC centrally, assuming a positive outcome of our next application for extra funds, should enable us to balance the books at the year end.

We expect to manage our funds to remain in the black through the year. It continues to be our intention to use subscription revenue to the benefit of members and suggestions concerning novel relevant activities are always welcome.



Ian Gordon  
Hon Treasurer

3/2/19

Marketing Group ITF, RSC Receipt and Payments Accounts			
	2018	2017	2016
<u>Receipts</u>			
Interest:	£0.00	£0.04	£0.69
Annual Grant	£1138.06	£1,152.75	£786.00
Supplementary Grant	£1000.00	£2,000.00	£4,000.00
Donation Management Group			
Total Income	£2138.06	£3,152.79	£4,786.69
<u>Payments</u>			
Meetings & Conferences:	£2333.71	£1,256.54	£1,996.11
Committee Travel Expense/lunch	£1237.80	£772.15	£945.69
Miscellaneous/Audit/printing	£73.00	£30.00	£43.00
Total Expenditure	£3644.61	£2,058.69	£2,984.80
Surplus/(Deficit) for the year	£-1506.55	£1,094.10	£1,801.89
<u>Summary</u>			
Balance at 31st December 2017	£3804.09	£2,709.99	£908.11
Surplus (/Deficit) for 2018	£-1506.55	£1,094.10	£1,801.89
Balance at 31st December 2018	£2297.54	£3,804.09	£2,710.00
<u>Cash at Bank</u>			
Current Bankline (Current acct)	£2297.54	£3,804.09	£100.00
Deposit acct			£2,610.00
Balance at 31st December 2018	£2297.54	£3,804.09	£2,710.00



Ian Gordon  
Hon Treasurer  
3/2/19