



Northern Counties Photographic Federation

A Member Federation of the Photographic Alliance of Great Britain

<http://www.ncpf.org.uk>

Minutes of the Executive Committee Meeting held on Monday 22nd August 2022 on ZOOM.

The President, Alan Wilson, opened the meeting at 7.00pm

Present: - Jim Welsh, Alan Wilson, Joseph Duffy, Margaret Welsh, Peter Yearnshire, Gerry Adcock, Pax Garabedian, John Twizell, Alan Forster, Phillip Dove, Debra Taylor, Gerald Chamberlin, Richard Speirs, Trevor Walters, John Smith

22/08/01 Apologies for Absence: - No apologies

Incommunicado: - Jane Black, Stan Bewick, David Brown

22/08/02 The minutes of the meeting held on 06th June 2022 were approved and signed on behalf of the President.

Proposed by Jim Welsh – Seconded by Alan Forster

22/08/03 Matters arising

There were no matters arising from the minutes.

22/08/04 Correspondence

PAGB Systems & Judges – Correspondence from the PAGB has been received regarding the digital entry of NCPF Judges onto their online system. Pax informed us that he had entered the details of all judges onto the system and advised that each judge should check and update their details and create passwords for their entries. The lecturers are in the process of being added and the PAGB system will be live soon. The NCPF Directory will continue to be published in paper format.

22/08/05 Treasurer's Report – Peter Yearnshire

Appendix 1

Peter read through his report. He said that a meeting with Alan Wilson will be arranged soon to go through the International Salon accounts to itemise the income and expenditure. Margaret said that she had an invoice for £15.00 for the engraving of the Salon Trophies. Debra asked what we were doing with the money in the Postal Account. Peter said that he was intending to close this and transfer the money into the main account. When the new Treasurer takes over at the A.G.M. they can decide if they want to re-invest it or leave it in the funds. Report accepted and is attached.

22/08/06 Reports

22/08/06-1 Competitions Chairman – Alan Forster

Appendix 2

Alan read through his report. He thanked John Twizell for the excellent job he has done over the last 10 years. Report accepted and attached.

22/08/06-2 International Salon Exhibition – Alan Wilson

Alan Wilson said that he had not handed over the Salon information to Jim Welsh as yet and apologised. He said that he was behind with putting the Exhibition Catalogue out as well as a couple of other duties he needs to perform with urgency and is also creating a 'How To' guide for Jim to take over as Chair. We also need additional members to join the Salon team, especially those with IT skills. From next year we will be able to start advertising as early as September.

22/08/06-3 Representative to PAGB – Pax Garabedian

Pax said he had nothing to report other than the PAGB digital system going live. He said that further information will be coming out in the near future.

22/08/06-4 Editor Northern Focus – Alan Wilson

Appendix 3

Alan read through his report. Report accepted and attached.

22/08/06-5 Judges Sub Committee – Jim Welsh

Jim said that the next meeting of the JSC was due to take place on 12th September when they will be finalising arrangements for the Refresher Day on 02nd October. All issues regarding judging and scores etc. discussed this evening will also be on the Agenda.

22/08/06-6 Publications Officer – Pax Garabedian

Pax said that the Directory information had been sent to John Smith for printing and he intended to post them out as soon as he gets them back. They will be posted out to individual members and club secretaries.

22/08/06-7 Portfolio Secretary – Alan Wilson

Appendix 4

Alan read through his report. Report accepted and attached.

22/08/06-8 Beamish Officer – Joseph Duffy

Appendix 5

Joseph said that Paul Forster was now on leave from Beamish but will be back in September. He will arrange a meeting for the beginning of October to discuss the dates for the 2023 Beamish Exhibition. Alan Wilson said that some people don't understand the rules for the Beamish Exhibition. He said that the entry information could also be entered into the Northern Focus.

21/08/06-9 Webmaster – Gerry Adcock

Gerry said that the results of the PAGB Inter-Fed Competition were posted on the website. There was one notable achievement from Alan Devlin of Gallery PG who was awarded a Gold Medal and Overall Winner of the Open Monochrome Print section with Last of the Dinosaurs. Alan Wilson asked for a jpeg image to put in the Northern Focus.

22/08/07 Area Reports

22/08/07-1 Northern – Jim Welsh

Jim said that Cambois CC have pulled out of the Interclub Competitions for this season, except the one they are hosting, due to the lack of membership participation within the club. This is a trend we are seeing across all clubs in the Northern Area who are also struggling with financial problems. Jim asked if it would be possible for the NCPF to help the Federation clubs by retaining the reduced fees for another year. After a long discussion it was thought that the amount involved would not make much difference to the clubs finances but considering the amount of money in the NCPF funds it would be seen as a positive gesture from the Federation. It was agreed that this should be put on the agenda for the next meeting.

22/08/07-2 North Tyne – David Brown

No Report.

22/08/07-3 South Tyne – Joseph Duffy

Appendix 6

Joseph read his report. The cost of a new trophy will be split between the South Tyne Clubs.

22/08/07-4 Southern – Phillip Dove

No Report. Phillip asked if the 1st September was a crucial deadline for the trophy returns. Margaret said that as long as they were back with her by the end of September that would be fine.

22/08/07-5 Wear Valley – Debra Taylor

No Report.

22/08/07-6 Western – Gerald Chamberlin

No Report.

22/08/08 Any Other Business

Ratification of Sub Committees – Margaret read through the proposed Committees. They all received Executive approval.

Appendix 7

Job Titles/Descriptions – Alan Wilson read through his proposal for all Executive members to draft a “job description” for their posts. He said that he would be available to give assistance to anyone who needs it.

Appendix 8

Hardware & Software – Alan read through his proposal for upgrading the hardware/software available to the Executive members and asked for a volunteer to oversee this. He suggested that each Executive member should be given an external hard drive or USB stick to store their relevant documents, passwords etc. to allow them to be passed on to any predecessor. He also proposed upgrading the laptops and their software. An in depth discussion took place regarding the use of Microsoft 365 One Drive and the systems on the laptops. The external hard drives and USB sticks were thought to be a good idea and Alan was given approval to purchase these. Further thought will need to go into the upgrade of the laptops. Richard Speirs said he would look into the cost and usage of a Microsoft 365 Business account. One committee member would need to be the designated licence holder.

During the meeting Richard informed us that the Microsoft 365 Business Account is £10.00 per month and will give up to 300 user accounts. Each one of those users will be able to use it on up to 5 devices to access all Microsoft products and organise TEAM meetings and shared calendars which are put out through Microsoft TEAMS.

Gerald Chamberlin said that we have 4 candidates who are applying for their CPAGB and 1 who is applying for a DPAGB in the PAGB adjudications in November. We wish them well.

Gerald suggested that we have some sort of demonstration at the Presentation Event to try and increase the attendance numbers. He suggested Warehouse Express. It wasn't thought that this would be viable as they would require payment for such an event and the Presentation is a free event to all club members. Gerald was asked to look into this further to determine whether or not it would be possible.

Phillip Dove said that regarding the NCPF website, the Executive members list is out of date and doesn't show the current committee. He also said that none of the email links work. Margaret said that she would contact Gerry and ask him to amend the details.

Roll of Honour Recognition – Alan said that the Roll of Honour is a personal award given by the NCPF to those nominees who fit the criteria set out on the nomination forms. Once this has been approved and the nominee is given the award they are presented with a certificate and entered onto the NCPF Roll of Honour List. Unlike an APAGB etc. this does not give the recipient any other form of recognition. After speaking to Libby Smith of the SPF Alan was told that we do not have to seek permission from any other governing body to award our Roll of Honour recipients with the title of Hon. NCPF. It would not have any photographic standing as far as the PAGB, FIAP etc. are concerned as it is a local honour. He proposed that the 12 members on the list should be issued with a new certificate informing them that they are entitled to use Hon. NCPF after their names if they wished. This will be put on the Agenda for the next A.G.M.

Meeting closed at 9.10pm

Signed.....

Date.....

Next Meeting Date: Monday 07th November 2022 @7.00pm on ZOOM

Northern Counties Photographic Federation

A Member Federation of the Photographic Alliance of Great Britain

Hon. Treasurer:- Peter Yearnshire LRPS

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	Budget	Expense	Income	Variation	
NCPF Fees	0.00	0.00	2150.00	2150.00	
Club C/ships	250.00	-243.95	65.00	-178.95	*
Annuals	1500.00	-891.09	8.00	-883.09	*
Exec Meetings	300.00	-99.09	0.00	-99.09	*
Publishing	90.00	0.00	0.00	0.00	
Judges Events	200.00	0.00	0.00	0.00	
Area Meetings	30.00	0.00	0.00	0.00	
PAGB-AGM	100.00	0.00	0.00	0.00	
Treasurer	50.00	0.00	0.00	0.00	
Gen Sec's	87.00	-64.66	0.00	-64.66	*
President	35.00	0.00	0.00	0.00	
Printing for Directory	300.00	-333.41	0.00	-333.41	
Events (Beamish)	150.00	-80.00	80.00	0.00	
Events (Presentation)	250.00	0.00	0.00	0.00	
PAGB (National Finals)	80.00	-200.00	0.00	0.00	*
Webmaster	50.00	0.00	0.00	0.00	
Medals and Ribbons	200.00	0.00	0.00	0.00	
Interest from Postal A/c	0.00	0.00	18.36	18.36	
Storage	40.00	0.00	0.00	0.00	
Travel Expenses	350.00	0.00	0.00	0.00	
Zoom Fees	0.00	-115.12	0.00	-115.12	
Inter Account Transfer	0.00	-3000.00	0.00	-3000.00	
Other Expenses	0.00	-38.50	0.00	-38.50	*
<u>Self financing items</u>					
PLI (NCPF)		0.00	0.00		
PAGB Fees (Inclusive)		-752.00	656.00		
Portfolio		0.00	0.00		
Running Totals		-5817.82	2977.36	-2840.46	
<u>Bank Balance at 31.07.22</u>					
Current Account	1801.74				
Reserve Account	2278.59				
3 Year Postal Account	15445.68				
<u>Bank Balance at 31.07.22</u>					
International Salon	488.36				

Competition Sub-Committee Report

Following the successful completion of the Annuals, John Twizell is standing down as Competitions Secretary after 10 years. John has overhauled and reorganised the arrangements for running the Club and Annual competitions so that everything runs in a smooth and orderly fashion. John has also produced a comprehensive set of notes for his successor - Alan Forster - and has generously offered continuing support should it be needed.

A subcommittee meeting was held on 17th August to review arrangements for the presentations on Sunday 20th November and all is in hand. A review of the Annuals also took place with discussions focusing on the low scoring from the judges. Plans were proposed for written guidance for judges so they were clear about the expected level of scoring.

It was agreed that John would remain a member of the subcommittee so that his knowledge and extensive experience was not lost.

A huge vote of thanks is due to John for all of his hard work and dedication over the last 10 years, and I would also like to place on record my thanks for his tremendous support to me, and his dedication in ensuring that NCPF competitions run as successfully as is possible. Thank you John.

Alan Forster

Incoming Competitions Chairman

18 August 2022

Appendix 3

- NCPF Executive meeting – 22nd August 2022 Northern Focus Editor Report – Alan Wilson
- The 94th Edition of Northern Focus is nearing completion and shall be issued to all NCPF clubs and contributors early September, both via kind help from Gerry via the web and also individually via WeTransfer, e-mail receipts shall be requested.
-
- Having promised a quarterly Northern Focus, the Summer edition was abandoned due to workload involving other NCPF tasks, mainly the 41st Northern Counties International. A silver lining of this is the 94th Edition shall be a BUMPER ISSUE with multiple mix of topics as the Autumn Issue.
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- One milestone topic has been initiated by Stan Bewick who has reminded us that the Septembers issue will celebrate 50 years from the very first Northern Focus edition. Stan has provided excerpts from the very first edition which shall be featured as the Golden Anniversary Edition.
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- My intent is to follow this up in future editions seeking other Editors musings and comments on their time in post.
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- Thank you.
- Regards
- Alan Wilson
- Editor Northern Focus

Appendix 4

NCPF Executive meeting – 22nd August 2022

Portfolio Secretary Report – Alan Wilson

Presentation nearing completion. Following a QA check copies shall be sent to all NCPF clubs and judges via WeTransfer. An E-mail receipt from each club shall be requested.

C40 minute each, sections will be titled:

Print

Awards and Alliance Entry

Portfolio - Selectors Choice

PDI

Awards and Alliance Entry

Portfolio - Selectors Choice

Regards

Alan Wilson

NCPF Portfolio Secretary

Beamish Report

I have received an email from Paul Foster. He is expecting to go off on paternity leave any day as they are expecting their 3rd child. They have got lots on in September at Beamish so the best time would be in October for a meeting to talk about next year's weekend which is provisionally booked for 6/7th May or 20/21st May 2023.

Joseph Duffy

South Tyne Report

Email received from Winlaton CC:-

Our camera club, Winlaton, won the South Tyne print competition early in the year. We hosted the PDI competition.

We have noticed that the shield is full on the front and names are now being added to the back. We'd like to display the shield in our cabinet but unfortunately it won't show the club's name as it can't be viewed on the front. Do you know if it's possible for a new replacement shield to be provided?

We use a local trophies store in Winlaton for our internal competitions and it is extremely good value. We'd be happy to price a replacement shield if needed.

Can you confirm either way?

I confirmed that the club could get a price, but have not heard back from them so far.

Joseph Duffy

NCPF Executive Committee Meeting 22nd August 2022

Agenda Item for discussion

Job description(s)

- Request NCPF Executive and Officers draft a "job description" for their post, stating accountability and responsibilities with main outputs and key dates described in a format that an incoming member could follow and learn from as part of a "handover".
- Job description(s) will each be a "live" document with details and contacts updated by incumbent as necessary. Alan Wilson shall liaise with title holders regards drafts and layout.
- Title of such documents to be agreed

Alan Wilson

NCPF Executive Committee Meeting 22nd August 2022

Agenda Item

Consider provision of hardware and software upgrade - and if in agreement seek committee member to expedite

- Hardware provision USB HDD/SSD
 - Obtain 1 (each) USB portable hard drive for each nominated Executive and Officer position.
 - Hard drives will be distributed for use of named NCPF committee members to detail and maintain their ongoing NCPF job specific work.
 - The hard drives will remain property of NCPF and (dependent on age and condition) shall be passed to incoming NCPF committee as part of a "handover"
 - If age/condition of "in-use" hard-drives make passing on unrealistic, new drives shall be purchased with data transfer conducted.
 - Potential make/manufacture to be identified.
 - i.e., Seagate 320GB c £22 on Amazon.

- Alternate for less document reliant positions - USB Flash Drive
 - i.e., Amazon 32GB £7:99 for all other Executive and Officer position not provided with hard drive.
- Software provision
 - NCPF laptops are using out of date software, bringing continuity issues and virus vulnerability.
 - Obtain Microsoft 365 “family” bundle and update current in-use laptops, transfer software as laptops become superseded.
 - Potential supplier to be identified
 - i.e., C £79:99 per annum for 2-6 people

Hardware – USB provision HDD/SSD-

Ratified Yes/No

Hon Secretary	
Hon Treasurer	
Chair International Sub-Committee	
Publications Officer	
Competitions Officer	
Webmaster	
Portfolio Secretary	
Northern Focus Editor	
PAGB Awards Officer	
	Cost c <£200

Hardware – USB Flash Drive

President	
Vice President	
Competitions Organiser	
PAGB Representative	
Elected Members x 3	
Area Representatives x 6	
	Cost c <£110
Chair International Sub-Committee	
Publications Officer	
Competitions Officer	
Webmaster	
Portfolio Secretary	