**ASDC AGM Meeting Minutes**

2.00pm Wednesday 18th September 2024

Held online via Zoom

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| **AGM Panel Presenting** | | |
| Shaaron Leverment | CEO | ASDC |
| Stephen Breslin | ASDC Chair of trustees, CEO of | Glasgow Science Centre |
| Hermione Cockburn | ASDC Trustee/honorary secretary & Scientific Director | Independent |
| **Present** |  |  |
| Donna Speed | ASDC Trustee Deputy Chair & CEO | We The Curious |
| Victoria Denoon | ASDC Trustee & Head of Visitor Experience | W5 Science and Discovery Centre |
| Bryan Snelling | ASDC Trustee & CEO | Aberdeen Science Centre |
| Tudor Gwynn | ASDC Trustee & Operations and Projects Director | Eureka! |
| Jenni Chambers | ASDC Trustee & Head of Public Engagement and Skills | STFC |
| Bridget Holligan | ASDC Trustee & Director of Education and Engagement | Science Oxford |
| Sheila Kanani | ASDC Trustee & Outreach and Diversity Officer | Royal Astronomical Society |
| Laurence Butler | Museum Manager | Thinktank Birmingham Science Museum |
| John Bull | Chief Executive Officer | Cambridge Science Centre |
| Jo Quinton Tulloch | ASDC Trustee & Director | National Science & Media Museum |
| Savita Willmott | ASDC Trustee & Chief Executive | The Natural History Consortium |
| Gareth McTiffin | ASDC Trustee & Head of Commercial Development | Techniquest |
| Rachael Tapping | Head of Communications | ASDC |
| Sarah Dellar | Director of Partnerships | ASDC |
| Cait Campbell | Project Manager | ASDC |
| Vicky Hull | Business Manager | ASDC |
| Abi Fafolu | Founder | Lit Laboratory (Lab) |
| Steve Scott | Public Engagement Lead | UKRI |
| Bipon Bhakri | Finance and Resources Director | National Space Centre |
| David Wilkinson | General Manager | National Space Centre |
| Jenni Chambers | Head of Public Engagement | STFC |
| Caz Pennington | Director | Explorer Dome |
| Laura Down | Business & Production Manager | Explorer Dome |
| Conor Ellis | Science Learning and Engagement Director | Dynamic Earth |
| Andy Lloyd | Head of Development and Partnerships | International Centre for Life |
| Helen Macdonald | Chief Operating Officer | Scottish Seabird Centre |
| Georgia Hatton | Creative Production Designer | Techniquest |
| Elaine Holland | Head of Operations / Deputy CEO | Aberdeen Science Centre |
| Paul Booth | Co-CEO | Centre for Alternative Technology |
| Liz Peniston | Content & Experience Director | Eureka! The Children’s Museum |

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| **Welcome** |
| Stephen Breslin welcomed attendees and thanked them for joining. With a busy agenda the meeting was started with main items of the CEO update and new trustee voting. It was noted that 14 of the current 16 trustees were present. Stephen commented on how amazed he always is with the amount of work such a small team as ASDC achieves. |
| **Minutes of the last meeting** |
| Minutes of the meeting held at W5 Belfast on 28th September 2023 were accepted as an accurate reflection of the meeting without any comments or objections. |
| **CEO Report** |
| Shaaron Leverment presented on the CEO report circulated in advance and summarised the vision, mission and values of ASDC. The membership has continued to grow and diversify in the types of organisations joining and how they identify. The ASDC team is the largest it has ever been with 5 members of staff and a sixth full time member on secondment from Wellcome Trust ending in November 2024. Our events are designed to support the strategic goals of ASDC but also serve the diversity of members. She then gave a review of events, the national conference and projects. Future priorities will include national programme delivery, advocacy and lobbying for the sector and a second iteration of the membership benchmarking survey. The Chair thanked Shaaron and the team for a great year. |
| **Annual accounts** |
| Tudor Gwynn presented on this item. He confirmed Chris Godden, long term finance director has now left after more than 15 years of supporting ASDC, and ASDC have moved to new accountants. He summarised that the last year has seen a small surplus which leaves healthy reserves and overall it has been a well managed year. Expenditure has increased and reserves are better than previous two years. Total annual income has increased substantially, with subscriptions also increasing. Progress is being made but there is a consistent theme of not enough core income, which will continue to be a problem. A radical rethink of the ASDC business model should be considered, with an aim to mitigate future uncertainty by exploring commercial options, diversifying income and funders. |
| **Trustee elections** |
| Hermione Cockburn reported. Four trustees were standing for re-election and three were stepping down (CB, JC & HC) leaving three positions available. On behalf of the Board, Hermione thanked Chas Bishop and Jenni Chambers for all their hard work in previous years and the Chair thanked Hermione for her contributions too. Hermione thanked everyone for being such a fun and supporting group to work with.  **Election of new trustees**: The interview process this year was very competitive but the three chosen candidates were outstanding. Bipon Bhakri, Abi Fafolu and Steve Scott each gave a three minute presentation on their manifesto. Each candidate received a majority vote from members present and were accepted into post.  **Re-election:** Victoria Denoon, Tudor Gwynn, Bryan Snelling and Stephen Breslin each presented their declaration and they all received a majority vote to remain in post.  Hermione thanked everyone present and read out a thank you note from Chas Bishop saying how much he had enjoyed being a trustee of ASDC, with best luck for the future. |
| **Close of meeting** |
| The Chair invited members to raise any issues for discussion, with none forthcoming. With no further business the meeting was brought to a close.  Nb: Shaaron Leverment commented that there had been a copy and paste error on the slides for 2020 accounts. |