

Minutes of the 4th Annual General Meeting of the Heritage Crafts Association, held at 12.10 pm on Saturday 23 March 2013 in the Victoria and Albert Museum, London.

Present:- 41 members of the Heritage Crafts Association.

1. **Notice of AGM.** Previously circulated to all members electronically.
2. **Apologies** for absence received from Pat Reynolds the new Administrator who is in Hospital.
3. **The Chair welcomed** all present and introduced the current Officers, Chair - Robin Wood, Vice Chair - Patricia Lovett, Secretary - Brian Crossley, and Treasurer - Catherine Dyson. He also introduced the other Trustees present, Great Bertram, Daniel Carpenter, Chris Rowley and advisors Tanya Harrod and Hilary Jennings. He thanked them all for their remarkable support.
4. **Minutes** of the 3rd AGM held on 24 March 2012 had been circulated electronically to all members before the meeting. Kevin de Silva proposed and Martin Damen seconded that the Minutes be approved. They were unanimously approved and signed by the Chair.
5. **Matters Arising** from the Minutes - none.
6. **Report on Activities** for the year ending 30 June 2012 had been circulated electronically to all members. The Chair discussed the main points of progress since this date and commented that this had been significant. There were no questions.
7. **Financial Report** for the year ending 30 June 2012 had been circulated electronically to all members. The Treasurer discussed the main points in the Report using slides to illustrate these. There were no questions.
8. **Appointment of Officers.** The current Officers had expressed their willingness to continue. Jenni Stuart-Anderson proposed and Chris Rowley seconded that Robin Wood be appointed Chair, Patricia Lovett Vice Chair, Brian Crossley Secretary and Catherine Dyson Treasurer. This was approved unanimously.
9. **Constitution.** A proposal, duly seconded and electronically circulated to all members, proposed amending Clause 11. Quorum (2) which applies to General Meetings. The current Clause reads '*A quorum is 4 members entitled to vote upon the business to be conducted at the meeting or one tenth of the total membership at the time whichever is greater.*'
The proposal amends this to read '*A quorum is 4 members entitled to vote upon the business to be conducted at the meeting or one twentieth of the total membership at the time whichever is greater.*'
The proposal was approved unanimously.
10. **Any Other Business.** There were no requests to discuss other business.
The Chair thanked all the Committee and helpers for all the hard work towards the organisation of the meeting today.

The Chair thanked all present for their attendance and support.
The meeting closed at 12.25 pm