

FINDS SPECIAL INTEREST GROUP

17 September 2024

Online via Zoom

AGM Minutes

Present: Emily Johnson (EJ; Chair), Imogen Woods (IW; Treasurer), Bekky Hillman (BH; Secretary), Ruth Beveridge (RB), Rachel Cubitt (RC), Mags Felter (MF), Deborah Fox (DF), Gulfareen Kamran (GK), Laura Ratcliffe-Warren (LR), Anna Tyacke (AT).

1.	Agenda Point	Action (Initials)
1.	Apologies for absence Peter Guest (PG),	
2.	Minutes of last AGM All accepted unanimously without changes.	
3.	Matters Arising No matters arising.	
4.	Chair’s Welcome and AGM Report Specialist crisis remains our main priority. Hoping to start Cifa approved CPD with other groups. RB leading. Progress on toolkits is good, pottery toolkit due to launch, however funding deferred for updates to Roman coinage toolkit, which would have included training – to be investigated but upcoming review of S&G cited. PG leading. PG contributed to review of Finds Specialist Competence Matrix on behalf of the committee. Simplified but mostly retained content. Comms improvement still a priority. Facebook group is up and running, newsletter now annual. Collaboration with other groups has been good and something we want to continue. Next year is the membership survey and we would like to hear from you and what you would like us to ask you about so that data is relevant Improved ways of working within committee and with Cifa. We aim to start using the Knowledge Hub to help share information	
5.	Secretary’s Report The group has had meetings 5 online committee meetings and an online AGM Dates were November 2023, 2 February 2024, 4 April 2024, 6 June 2024, 14 August 2024. Meeting were mainly based around the AGM and online conference as well as plans for the open letter about the specialist training crisis and updating our three year plan. Next year we plan to have bi-monthly meetings with additional ad hoc ones when needed	
6.	Treasurer’s Report	

Insert group logo here

	<p>We asked for £800, split £500 for travel and £300 for room booking and this was approved. As all meetings have been online there was no expenditure</p>	
7.	<p>Elections to Group Committee and Advisory Council representative Nicola Rogers (OCM) and Mags Felter (Advisor) stepping down Laura Ratcliffe-Warren (LR) co-opted OCM from February steps down to become advisory member Gulfareen Kamran (GK) elected unopposed as Comms officer EJ to continue as Advisory Council rep Accepted unanimously</p>	
8.	<p>3-Year Plan review Bi-annual committee meetings Newsletter now annual No tea break this year but aim to have tea break and AGM next year Finds crisis still a priority Accepted unanimously</p>	
9.	<p>AOB No AOB .</p>	
10.	<p>Date of the next committee meeting Will be early October date to be confirmed by doodle poll</p>	