

# NOTICE OF THE AGM

Notice is hereby given that the 2018 Annual General Meeting of the Museums Association will be held on Thursday 8 November at 1400 in the Auditorium of the Belfast Waterfront for the following purposes:

## A Apologies for absence

## B Minutes

To consider and adopt the minutes of the last Annual General Meeting held on Thursday 16 November at 1400 in the Exchange Auditorium of the Manchester Central Convention Centre.

## C Annual Report and Accounts of the Museums Association

To receive the Annual Report and Accounts of the Board for the year 2017/18.

## D Report on financial position

To receive a report from the Board on the estimated financial position and forecast in respect of current and future financial years.

## E Membership review

To receive a report on the proposed changes to the membership structure (see Note 1 to Agenda).

## F Individual membership subscriptions

To consider, and if thought fit, pass the following Ordinary Resolution (see Note 1 to Agenda).

That with effect with 1 April 2019 individual membership bands and subscription rates will be as follows:

2017/18:	Museum member	Non member
Less than £25,000	£77	£82
£25,001 - £50,000	£127	£137
£50,001 - £72,000	£181	£196
Over £72,000	£209	£225
International		£156
International online only		£89
Student, retired, unemployed, volunteer		£58
Friend, trustee, paid non-professional		£77

2018/19	Essential member	Student, Retired, Unwaged, Volunteer, Trustee	Full member, Associate, Fellow	Full member undertaking CPD
<b>Annual fee</b>	£48	£60	£92	£212
<b>Free entry</b>				
Membership card	✓	✓	✓	✓
<b>Online support</b>				
Museums Journal	✓	✓	✓	✓
Museum Practice	✓	✓	✓	✓
Regular newsletters	✓	✓	✓	✓
Museum Essentials	✓	✓	✓	✓
<b>Community</b>				
Members meetings	✓	✓	✓	✓
Member reps	✓	✓	✓	✓
<b>Discounts</b>				
One day events	✓	✓	✓	✓
Annual conference	✓	✓	✓	✓
Find a Museum	✓	✓	✓	✓
<b>Print publications</b>				
Museums Journal		✓	✓	✓
Services Directory		✓	✓	✓
<b>Development</b>				
Undertaking AMA				✓
Undertaking FMA				✓
Transformers				✓

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## G Institutional membership subscriptions

To consider, and if thought fit, pass the following Ordinary Resolution (See Note 1 to Agenda).

That with effect with 1 April 2019 institutional membership bands and subscription rates will be as follows:

### 2018/19:

Operating budget	Fee
Less than £33,000	£76
£33,001 - £162,000	£160
£162,001 - £322,000	£321
£322,001 - £989,000	£671
£989,001 - £1,972,000	£942
£1,972,001 - £6,479,000	£1,613
Over £6,479,000	£2,017
Federations, friends' organisations and specialist groups	£58
Non-UK member	£196

### 2019/20:

Operating budget	Fee
Less than £100,000	£80
£100,001 - £300,000	£200
£300,001 - £1,000,000	£650
£1,000,001 - £2,000,000	£1,000
£2,000,001 - £10,000,000	£1,800
Over £10,000,000	£2,300
Federations, friends' organisations and specialist groups	£60
Non-UK member	£200

## H Articles of Association

To consider, and if thought fit, pass the following Special Resolution.

That the Articles of Association of the Company be amended by:

### 1. Inserting the following new Article 7.4.

7.4 Where a person, institution or body was formerly a member of the Association and applies for re-admission to Membership (an "applicant"), such applicant shall not be admitted to membership if:

7.4.1 during the five years preceding the date of application for Membership, the Association carried out an investigation into the applicant's conduct while a member of the Association; and

7.4.2 the investigation was not completed, or not completed to the satisfaction of the Association, as a result of the applicant's conduct during the investigation.

### 2. In Article 9. deleting the word "Charity" and replacing it with the word "Association".

## I Auditors

To appoint auditors to the association until the conclusion of the next general meeting of the association at which accounts are laid before members and to authorise the board to fix the remuneration of the auditors.

## Notes to the agenda

### 1. Items E, F and G

*As part of the MA's business plan, individual and institutional membership structures have been comprehensively reviewed and new models are proposed. This has been done through extensive consultation with members, together with analysis of comparator organisations and the wider sector. It is a strategy for the organisation that provides cheaper membership at the point of entry and will be more inclusive to everyone who works with museums across the nations and regions of the UK.*

*Responding to member consultation, the proposed changes to individual membership offer a simpler structure based on benefits. It includes a cheaper essential entry grade and retains the current concessionary rates of membership (student, retired, unwaged, volunteer) and for the first time includes trustees in this group. It also provides significantly cheaper and clearer access to the MA's professional development programmes, recognising that current costs can be prohibitive. It removes the previous link to institutional membership, something deemed unfair by members who had no organisation or no control over their organisation's membership. There are also new benefits, such as free online training on museum essentials for members. A new website and digital package will also be launched in 2019. The MA will introduce monthly direct debit payment plans to spread the cost of membership.*

*The proposed institutional membership changes reduce the number of bands by one and offer a more inclusive rate for more smaller museums. The new bands and rates are more directly linked to organisational turnover. There are also new and improved benefits - in particular the offer of free recruitment advertising to all institutional members of the MA. As the go-to place for sector recruitment, this will be a substantial benefit for institutional members, potentially saving considerable expenditure.*

*Alongside these changes the MA plans to improve its service and communications to ensure all individuals and institutions get the most out of their membership.*

*If approved the membership changes will roll out from 1 April 2019 and the professional development element will be phased in the year.*

### 2. Item H

*This resolution proposes changes that have recommended by the MA's legal advisors. The main change will deal with a situation where a member resigns membership in order to avoid an ongoing disciplinary investigation or sanction. There is also a change to wording to correct a defined term.*

*Note: If you are not attending the conference but will be attending the AGM, please arrive at the conference centre 15 minutes before the start of the AGM and collect a voting card from Charlie Lindus on the registration desk. If you would prefer your voting card to be posted to you, email [charlotte.lindus@museumsassociation.org](mailto:charlotte.lindus@museumsassociation.org) giving your membership number and postal address.*

# AGM 2017

## A Apologies for absence

Heather Lees, the MA's treasurer.

## B Minutes

The minutes of the Annual General Meeting of the MA held on Monday 7 November 2016 at 1400 in Hall 1 of the Lomond Room of the Scottish Exhibition and Conference Centre, Glasgow were put to the meeting for approval. Steph Mastoris proposed, seconded by Heledd Fychan, that the minutes be accepted as a true record. Carried.

## C Annual Report and Accounts of the Museums Association

### D Report on financial position

### E/F Individual membership and Institutional subscriptions

Maggie Appleton, the MA's vice president, gave a brief overview of the key financial points for the 2016/17 accounts and review of subscription rates. The MA generated a surplus of £137k, compared to a £55k surplus in 2015/16. Unrestricted income remained similar to 2015/16 at just over £1.9m. Endowment income remained similar to 2015/16 at over £9k. Restricted income increased by just over £120k; due to increases in grants for the Esmée Fairbairn Collections Fund and the expanded Transformers programme. The Esmée Fairbairn Collections Fund would continue to enable the MA to make grants of up to £1m per year for the next two years. Professional development income had slightly decreased due to the planned Workforce Strategy Review which was launched at the AGM. Employment costs increased to just over £1.19m due to extra expenditure on the expanded Transformers funded project and additional database support. Direct costs decreased due to less spend on IT and database. Grants, bursaries, depreciation and trustees expenses remained similar to 2016/17. Hilary McGowan proposed, seconded by Iain Watson, that the Annual Report, Accounts and Financial Report be formally received. Carried.

The MA had gained an extra 500 members since 2015/16 and hadn't increased membership rates since 1 April 2015. The MA proposed to increase individual membership bands and subscription rates by 3% from 1 April 2018. Diane Lees proposed, seconded by Nat Edwards that individual membership bands and subscription rates increase by 3%. Carried. The MA proposed to increase institutional membership bands and subscription rates by 3% from 1 April 2018. Anna Brennand proposed, seconded by Rowan Brown that institutional membership bands and subscription rates increase by 3%. Carried.

Maggie Appleton thanked Hilary McGowan for the commitment she had made to the sector over the past 30 years.

## Articles of Association

It was recommended that the Articles of Association of the company be amended by:

1. In Article 24.2 deleting "12" and replacing it with "14".
2. In Article 24.2.2 deleting the word "Four" and replacing it with the word "Six".

Verity Smith proposed, seconded by Isobel Churcher that the Articles of Association of the company be amended. Carried.

## Auditors

It was recommended that Kingston Smith be re-appointed as auditors to the MA until the conclusion of the next general meeting of the MA at which accounts are laid before members and to authorise the board to set the remuneration of the auditors. Simon Brown proposed, seconded by Stephen Clews, that Kingston Smith be appointed auditors to the MA. Carried.