

**ANNUAL GENERAL MEETING 2018**

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| **1.** | **2017-18:**  |
|  | This year we have been busy trying to diversify our offering. As well as continuing to improve our website, maintaining the Jiscmail list and communicating with our members through social media and regular newsletters, we have: * Carried out a member consultation to try and better understand perceptions of the VSG offer, and inform future developments and training opportunities.
* Held quarterly committee meetings different locations across the UK including Glasgow and London.
* Successfully partnered with GEM Scotland and Sheena Muncie (Director, Scotinform and ex-VSG Co-Chair) to deliver two training events- one at Edinburgh Castle and one at Culloden Battlefield- the Visitor Studies Survival Kit. These events were designed to raise the profile of VSG in Scotland, and many of the museums attending were from outside the Glasgow and Edinburgh Central Belt area.
* Awarded one bursary for a free delegate place for the conference, and awarded the Alison James Professional Bursary to Lucy Armitage from Glasgow Museums, who attended facilitation training. Lucy shares her learning with fellow VSGers in a short film on our website.
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| **2.** | **Financial update Nicole**  |
|  | As a reminder, the Visitor Studies Group is an unincorporated body. It has no ‘legal personality’ and therefore cannot enter into contracts, lease or own property or employ employees. The committee (and membership where decisions were voted by whole membership) are liable for any debts. As such, VSG must keep enough money in the accounts to cover all potential debts at any point in time whilst being mindful that we should not be making a year-on-year profit.We started this year, April 2017 with £20,676.12 in the bank. Our expenditure throughout the year has been:* Website improvements and fixes: £280.78
* Admin fees and expenses: -£5,261.31
* Committee expenses: -£809.05
* Bursary: -£700.00
* Marketing -£134.16
* Events: will come in after conference tied up.
* **Total: £**7,338.69 (so far)

Our main income comes from continued support via membership and throughout conference. Based on our current positive financial standing we have awarded another conference bursary and are looking for ways in which to best serve our membership through increased bursaries and training events though we are conscious that conference costs are increasing and would like to ensure we hold some back to cover this in future years. We will report our end of year statement fully after the conference, which is simultaneously our greatest source of income and expenditure. |
| **3.** | **Membership update** |
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| **Current Membership** | **Current** | **Proposed 2017/18 target** |
| Organisation | 12 | 15 |
| Individuals | 29 | 35 |
| Concessions | 5 | 10 |
| TOTAL | 46 | 60 |

We would welcome any suggestions you might have for increasing our membership in all categories.  |
| **4.** | **Committee changes** |
|  | Lorna Williams will be stepping down as Co-Chair following the conference. We are negotiating within the committee as to who will replace Lorna, and will inform our members when the time comes for their vote. Chris is entering into the final year of his 3 year term as committee member.Marie is entering into the second year of her 3 year term as committee member. Emma is entering into the second year of her 3 year term as committee member. Matt is entering into the second year of his 3 year term as committee member.Susie is entering into her second year as Co-Chair of the committee. Helpers:Anne and Desiree have joined as committee helpers. Nicole continues as VSG Admin.  |
| **5.** | **Any other business?** |

We are in the early stages of planning a programme of training for members, due to be later this year. Information will be communicated to members via our newsletter, and via our website and Twitter feed.

In the spirit of building our community and facilitating knowledge exchange, we would love to share your case studies in our newsletter. Please email admin@visitors.org.uk if you have any, or anything else that you think would be of interest to the membership.