

**Minutes of the 6<sup>th</sup> Annual General Meeting** held at the Palacio de Valdeparaiso, Almagro, Spain, in the Aula Magna from 12:30-14:00 hrs, on Friday 6 May 2011.

**Present.** *From the Executive Committee:* Ewa Biernacka, Alan Cienki (chair), Alice Deignan, Jeannette Littlemore Graham Low (Secretary), Irene Mittelberg

*From the membership:* 16 members and one member-to-be (a quorum)

## **1. Welcome**

Alan Cienki (AC), as Chair, welcomed the members and non-members to the AGM.

## **2. Apologies for absence**

There were apologies from Tony Berber Sardinha, Lettie Dorst and Mark Lee (from the EC)

## **3. Minutes of the previous meeting**

The minutes of the 5<sup>th</sup> AGM (2010) were agreed as an accurate record and signed.

## **4. Matters arising**

### *4.1 Journal discounts (AGM5, Min 5.1, AC)*

AC noted that discounts had been agreed for both *Metaphor and Symbol* and *Metaphor and the Social World*. Details could be found on the website, at:

<http://www.raam.org.uk/Discounts.html>

### *4.2 Update on payment options (AGM5, Min 4.2, AC)*

AC dealt with this under item 7.2 below

## **5. Reports and accounts 2010-11**

NOTE 1. A mid-year summary (focusing on the results of the EC meeting on 4 December 2010) was emailed to members on 19 January 2011.

NOTE 2. In the event of having annual income or expenditure over £10,000, charities are required to compile an Annual Report which can be made available to any interested party. As RaAM's income for 2010-11 was c. £10,500, an annual report was duly produced after the AGM, based on the AGM reports. Rather than repeat the contents verbatim, the text below simply highlights key issues or notes where there was discussion.

### **The Chair (Alan Cienki (AC))**

AC thanked the EC members for their hard work during 2010-11.

AC stressed that RaAM was concerned to develop its public benefit commitment. This in part involved making student bursaries and prizes open to non-members as well as members, but the increased income for 2010-11 allowed new ideas to be implemented for 2011-12. The EC was accordingly going to implement a research seedcorn fund (decided at the EC meeting, 4 May). In answer to questions from members, it was made clear that (a) it would be open to all (Q by Fiona McArthur), (b) partial funding of projects would be possible (Q by Susan Ryland), and (c) the fund would be assessed annually, but if money was available, there was no reason why it could not be continued in future years (Q by Charles Forceville). AC indicated that criteria for selection and guidelines for administration would be announced in the near future, but that it was hoped bids would be received from a wide range of researchers.

### **The Treasurer (Mark Lee, report presented by Jeannette Littlemore (JL))**

A summary of the accounts for the year ended 5 April 2011 was provided and approved by the members present.

In essence RaAM's finances (in UK pounds) were as follows:

Gross income from receipts	10, 569
Income from savings	3
Expenditure	5,673
Balance of inc. over exp.	4,899
Cash funds end 2009-10	8,149
Cash funds end 2010-11	13,048

RaAM's financial position at the end of the financial year was thus healthy. RaAM is in a position to pay its own running costs, develop its database facilities, sponsor PhD student bursaries and the Early Career Research Paper prize and to enlarge its funding for research in 2011-12. There is also a small cushion to cover emergencies.

The Executive Committee was authorised to arrange to have the accounts for 2011-12 checked and to agree a fee as appropriate. (No fee was payable for 2010-11).

In answer to a question by Richard Trim, JL noted that RaAM had been in the good position of being able to keep its membership fees roughly the same over the years. Membership income did tend to vary, however, depending on whether it was the year of the biennial conference, or whether a membership reminder email had gone out.

### **The Web Editor (Tony Berber Sardinha, report presented by Alan Cienki)**

Detailed usage figures were presented. AC also noted that the policy of archiving RaAM conference websites was being successfully implemented. He also noted that RaAM was in the process of trying to develop and improve its website and database facilities.

### **The Conference Secretary (Alice Deignan (AD))**

AD reminded members that the 2012 conference would be at Lancaster in July. Elena Semino indicated that the call for papers was intended to go out in September.

AD asked members to offer to host the next specialised seminar in 2013, and pointed out that a wide range of formats was possible.

### **The Postgraduate Liaison & Development Officer (Ewa Biernacka (EB))**

EB noted that the policy of maintaining email contact with PhD students about research and job opportunities, encouraging them to contribute to web-based resources, and organising special seminar/conference sessions for them (including the current seminar) had been continued. There was a positive verbal reaction to EB's work from the floor.

EB reminded PhD students to apply for the next set of bursaries for the 2012 conference.

### **Newsletter report (Lettie Dorst, report presented by Irene Mittelberg (IM))**

The two key points that IM noted about the RaAM newsletter were firstly that it was accepted that the current format was not ideal for all readers, so it was planned to introduce it as a pdf attachment, to increase readability, secondly that more feedback from readers would be welcomed.

## **6. Appointment of the Executive Committee**

6.1 Elections. There were no vacancies this year on the EC.

6.2 Change to procedure for future EC elections (GL)

GL noted that visibly counting votes during an AGM (as requested by one RaAM member in 2010) was not practically feasible, given the time constraints on meetings, but in order to further increase transparency, a non-EC RaAM member would in future be asked to volunteer to participate in the counting.

## **7. Conference and workshop updates**

### *7.1 Bids for the 2013 seminar and 2014 conference (AD)*

AD noted that bids would be welcomed for both the 2013 seminar and the 2014 conference. She was happy to answer any questions or queries about either.

### *7.2 Specialised seminars and international money transfer charges (AC)*

AC expressed considerable sympathy with the problem of members either paying bank charges twice for a single transaction, or paying VAT on credit card payments. He noted that a Paypal facility was still being considered by the EC and that, where feasible, members might prefer to pay membership fees at conferences.

## **8. Any other business**

There being no other business, the meeting closed at 13.30 hr

Graham Low

Secretary RaAM

April 2012