

Historical Geography Research Group

Agenda of Annual General Meeting @RGS August 2014

1. Minutes from last meeting

No queries

2. Matters arising from minutes not covered elsewhere on the agenda

No matters arising

2. Chair – Report – Carl Griffin

Another busy year.

This time last year we were celebrating our 40th anniversary with a party at the RGS. Practising conference- Preston went well, thanks to Lucy Veale for all her work on this. We have also been working on a new constitution that went out for consultation earlier this summer. Thanks to for all who commented on the draft.

Archiving project is now well underway.

Last AGM agreed the new conference support program, and also to revive the role of international relations officer and we are exploring both of these initiatives, including through a possible reciprocal relationship with the Historical Geography Speciality Group of the AAG.

Report back RHED subcommittee meeting:

4. Secretary – Report – Harriet Hawkins

HGRG are sponsoring/ co-sponsoring a total of 22 sessions at the RGS-IBG this year- <http://www.rgs.org/WhatsOn/ConferencesAndSeminars/Annual+International+Conference/Programme/Programme+search+-+sessions.htm>

We have sponsored six day passes this year for Ellie Miles (British Museum), Alison Hess, Dimitrios G.Ierapetritis, Steve Bond, Zeynep Akture, Matthew Harrison

5. Treasurer Report – Briony McDonagh

Attached

Finances in robust health, the balance has increased, but there has been an over-payment of standing orders, some small amounts, one is substantial, this has been sorted out.

6. Research Series Editor – Report

Two monographs published in 2013 one on collaborative doctoral awards and one on the history of the research group, well received, selling pretty well.

Publication of a further volume in the series out early next year

Had to consolidate our stocks of the research series for storage reasons.

The price of the early issues has been reduced, and are available on line.
 Volumes have been digitized to make available online.

7. Dissertation Prize Secretary – report Hilary Geoghegan

Reduced number of submissions for dissertation prize, not indicative of anything
 Greater temporal breadth is nice to see.

Winner	Charles Hiscock	University of Nottingham	Oysteropolis: Whitstable, Oysters And The Shaping Of A Heritage Foodscape
Highly Commended	Iara Calton	King's College London	Let's All Go Down The Strand: The Geography Of The Music Hall In London 1850-1899

Continue widespread circulation of dissertation prize in advance of the deadline. HG has signed up to a variety of historical geography list-servs.
 Interestingly in 2013/14 we had a number of dissertations involving GIS and mapping of historical data, as well as a physical geography entry. This is to be encouraged. The physical geography dissertation combined analysis of pollen records with an interest in historical documentary analysis – however this wasn't particularly well executed. This offers an interesting point for discussion around the interdisciplinary nature of historical geography and how its approach travels. We might want to explore this further. I could imagine a fascinating workshop combining physical and historical geography.
 It might also be useful to gather data on ALL historical geography (broadly defined) dissertations conducted within our departments. A short survey might shed some light on the types of dissertation being undertaken and who is supervising them.

8. Conference Secretary – Report Lucy Veale

Successful event University of central Lancashire,
 Preparation of this year well underway
 Wed 5th November, University of Bristol
 Can we encourage 3rd year UGs to register
 Merle Patchett (University of Bristol) is providing support with the rooms, catering, and volunteers
 We will invite the dissertation prize- winner to give a presentation

9. Membership Secretary – Report- Ruth Craggs

On-going efforts to sort through the finances will continue, will eventually shift this to computerized accounts.

10. Web editor – Report Innes Keighren

It is almost two years since the "new" HGRG website was launched and in that time we have attracted more than 4,000 unique visitors, averaging about 20 unique visitors per day.

Our site's visitors are drawn primarily from the UK and USA, but we have had visitors from 100 countries.

The majority of site's traffic is to the pages on the Research Series, the Practising Historical Geography conference, and the Undergraduate Dissertation Prize.

I would like to thank Committee members for supplying me with up-to-date copy. When compared to other research group websites, ours is by far the most current and regularly updated -- a fact which reflects the overall vibrancy and commitment of the Group.

-

11. E-circulation officer: Hannah Neate

Instigated new email to use for this to make it more organized and easier to manage and pass over.

12. Newsletter editor – Report Oliver Dunnett

NA

14. PG members – Report Alice Insley, Natalie Cox and Julian Baker

New Emerging Historical Geography, going wonderfully well , overwhelming response to the call.

15. Items for discussion

a) HGRG Constitution

Pete notes the possibility of rewording in parts to include “endeavor to”

Passed with 29 yes, no votes against and one abstention

b) ICHG postgraduate bursaries

Funded 10 such bursaries for the last ICHG
Would hope to fund more this time around.

NT- please note the deadline

SL- notes that is there a limit to the number of sessions

NT notes that it is in the footprint of the building

AGM thanks Nicola Thomas, Felix and Charlie for work on ICHG

c) Maintaining HGRG archives – update

Edwin Aiken has hitherto acted as the HGRG archivist gratis

£400 has been spent on materials needed to sort, catalogue and conserve the archive

This will be deposited with the RGS and some of it will be digitized

Policy for digital material archiving will under-writing the RGS policy, as they work out

what this is

d) Teaching Historical Geographies- update

NT- and IK are meeting to develop this, to develop the project, there will be a job advert for somewhere to support HGRG looking after the teaching the resources.

13. Research Group Committee Succession

The room was polled for any one else who wanted to stand for the roles, there were not volunteers.

Innes Keighren Hon Sect. nominated by Carl and seconded by BM
Edwin Atkin, HGRG Archivist, nominated by NT seconded by CG
Kim Ross, Newsletter Editor, nominated CG seconded NT
Hannah Neate, BM nominated CG seconded

15. AOB

Peter Merriman:

Raises issue regarding the large balance, Carl: note not been asked to spend down,
NT notes always gone up and down

Stephen Legg, noted the 22 sessions – issues around clashing etc.

HH raises fact that we have 12 sessions we can sponsor with HGRG label, and there are 12 sessions total in the conference, therefore when people ask for more, ask for special favours for extra sessions this is the knock on effect. Suggests next committee might want to review the process for session allocation and keep it to 12.

AGM attendees:

Briony McDonagh
Harriet Hawkins
Carl Griffin
Peter Merriman
Hannah Neate
Benjamin Vid
Jane Wess
Alison Hess
James Wallis
Mark Lambert
Steve Legg
Hayden Lorimer
Ruth Craggs
James Kneale
David Beckingham
Rachel Hunt
Kim Ross

Oliver Dunnett
Ruth Mason
Caroline Bressey
Anna Peak
Edward Cole
Hannah Awcock
Alan Baker
Julian Baker
Sheya Ghosh
Nicola Thomas
David Harvey
Lucy Veale
Rebecca Ford
Lowri Jones
Frances...
Natalie Cox
Carry Von Leishart

See below for the constitution:

Constitution of the Historical Geography Research Group

1. The name of this Research Group is the Historical Geography Research Group [herein HGRG]
2. The HGRG aims to foster and support research in the field of Historical Geography; to promote discussion by means of workshops and conferences; to further co-operation between cognate disciplines and organisations; to disseminate information about conferences, funding, job and research opportunities, and publications to members; and to effect the publication of scholarly monographs, collected papers, and educational materials. The HGRG will provide financial, administrative and marketing support for conferences co-sponsored by the HGRG and for attendance of postgraduate and non-waged postdoctoral members at both HGRG co-sponsored conferences and other such gatherings. It will do so through direct grant-in-aid paid to conference organisers as well as bursaries for postgraduates and non-waged postdoctoral members to attend other conferences. In exceptional circumstances, the HGRG will provide loans to support the organisation of HGRG co-sponsored conferences. The HGRG will also organise conferences and other gatherings to support postgraduate members of the group and provide small grants to support postgraduate field research.
3. Organisational status - The HGRG is a 'branch' of the Royal Geographical Society (with The Institute of British Geographers) and must satisfy the aims and policies of the Society, including Equal Opportunity policy, and the legal and Charity Commissioner requirements. The HGRG must deliver an Annual Report and statement of accounts to the Society by the 31 January of each calendar year at the very latest demonstrating that these aims and policies are being adhered to.

4. Statement of membership - Membership of the HGRG shall be open to all members (including postgraduate members) of the Royal Geographical Society (with IBG) who elect to join the Research Group, but shall never be less than 40. Membership of the HGRG through this route is free and will entitle members to join the 'e-circulation list' but not apply for conference support funds, postgraduate bursaries and postgraduate grants, nor to receive copies of the HGRG research series. Members of the RGS-IBG who wish to be apply for conference support funds, postgraduate bursaries and postgraduate grants, and to receive copies of the HGRG research series can also become Category A members (see s. 5).
5. In addition to members of the RGS-IBG, others who are not members of the RGS-IBG may join the HGRG for an annual fee, subject to approval of the Research Group. Membership of the HGRG through this route is as follows: Category A (ordinary members and postgraduate members). Category A members will receive the HGRG Research Series, the HGRG Newsletter, will be added to the e-circulation list, and will be able to apply for conference support funds, postgraduate bursaries and postgraduate grants. The HGRG will determine the fee to be charged for Category A membership and any change of fee will need to be approved by a majority of two to one at the Annual General Meeting. The HGRG will maintain their own records of these members but must also use the RGS-IBG membership lists when undertaking a mailing to members.
6. The business of the HGRG shall be conducted by a Committee of no fewer than 3 members. Specified roles within the Committee include the following: Chair, Secretary, Treasurer. Each of these roles shall be undertaken by members of the RGS-IBG elected by the Group. The Committee will have the power to co-opt up to two additional members (to include an international officer). In addition, the HGRG Committee will comprise the following Ordinary positions: Research Series Editor; Membership Secretary; Conference and Events Officer; Archivist; Website and E-circulation Officer; Dissertation Prize Coordinator; Newsletter Editor; and, Postgraduate Representative (up to three positions). In addition, for reasons of continuity of practice and policy the outgoing Chair will be an ex-officio member of the Committee for a period of no more than three years. The majority of the Committee must be members of the RGS-IBG.
7. Terms of office - The offices of Chair, Secretary and Treasurer and other committee members shall be for a period of three years. Honorary officers may stand for a second term of three years, but must relinquish their post after the sixth year of office. Retiring honorary officers shall not be eligible for re-election as an Ordinary Member of the Committee if they have served for 6 years, without first having a one-year break from the Committee.

Ordinary Committee members shall be elected for a period of not more than three years. Ordinary Committee members may stand for a second term of three years, but must relinquish their post after the sixth year of office.

Postgraduate members shall be elected for a period of one year and shall not normally be eligible for re-election to the Committee for more than three terms of office.

8. Elections to the Committee will be held at the Annual General Meeting. Members will be informed in writing (email is acceptable) 30 days prior to the AGM of all vacancies to be filled. Nominations for Committee membership will be accepted up to the beginning of the AGM. Nominations must be in writing and include the names of the proposer and seconder.
9. The Annual General Meeting shall normally be held at the RGS-IBG Annual International Conference in late August/September. The HGRG must present an Annual Report and Statement of Accounts to the RGS-IBG as requested, and normally by 31st January each year. This is to comply with Charity Commissioners guidelines. The HGRG will manage its funds with due care and for the benefit of the membership of the Research Group.

An Extraordinary General Meeting (EGM) may be called by either the Chair and four members of the Committee, or by any 20 ordinary members of the HGRG. The Secretary must give at least 30 days' notice of an EGM in writing to all members of the HGRG.

10. Changes to the Constitution - The constitution can be changed only by two-thirds majority vote of those present at an Annual General Meeting, provided that the membership has been individually notified of the proposed changes in writing or by email at least 30 days in advance. If altered by the AGM of the Research Group, the revised Constitution should then be submitted for approval by the Research and Higher Education Committee of the RGS-IBG at its next meeting.
11. The activities of the Research Groups should not contravene the aims of the Royal Geographical Society (with IBG). The HGRG may be dissolved only in accordance with the rules of the RGS-IBG.

Appendix

Summary of HGRG activities

- Provide financial, administrative and marketing support for the HGRG co-sponsored conferences. Support will be dependent on the conference organisers supporting assisted postgraduate attendance and matched funding. If necessary, the HGRG will provide loans (against guarantees of match funding or attendance fees) to assist in organisation. It is intended that one such conference will be supported up to the amount of £1,000 every two years.
- Provide bursaries for postgraduate conference attendance.
- Provide small grants to support postgraduate field research.
- Organise an annual conference for postgraduate members (currently 'Practising Historical Geography'). Depending on funding and disciplinary requirements, further events may be organised.
- Commission and publish scholarly monographs and edited collections. The HGRG will endeavour to publish one such volume each year, though this may vary. Category A members of the HGRG will receive volumes of the HGRG Research Series as part of their membership. Category B members will be able to purchase volumes at a reduced price. All other members and non-members will be able to purchase volumes at full price.

- Encourage excellence in undergraduate historical geography by offering an annual prize for the best dissertation in the UK (as decided by a small judging panel)
- Edit three newsletters per year to be provided electronically to members.
- Publish and maintain a website to detail the operations of the group and to disseminate information.
- Share information regarding conferences and events, funding, publications and RGS-IBG policy through an 'e-circulation' list.
- Maintain and make accessible (where possible) an archive of the group's papers and digital materials.