



UKSEDS AGM Minutes

15:15 Sunday 3rd March 2019

The meeting was held in person at the National Student Space Conference 2019, Edinburgh
Secretary: Aine O'Brien

Previous Minutes

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Áine presented the minutes from the 6th December 2018 EGM.

Approved unanimously.

Chair's Presentation

Will presented the report of our activities:

- SpaceCareers has grown, over 30% more views
- Thanks to Heidi and Joseph for all their hard work
- We had a spintern last summer, Emma Collier, thanks to her for creating so many resources
- Events:
 - Careers launch at RI Space happened
 - DISC, part of our drive for diversity and inclusion
- Competitions, part of our aim to upskill students for the space sector
 - LRC at RAL Space, Imperial won
 - NRC
 - SSPI Satellite Design Competition
- Advocacy
 - Aine went to the Global Aerospace Summit
 - Joseph and Rob wrote a paper on the space skills
 - Anu represented us at Westminster Business Forum, talking about diversity and inclusion
- Outreach
 - Thanks to all outreach volunteers
- Alumni
 - Last year's NSSC had an alumni event. So did this one

Julia (co-founder of UKSEDS)

- Space was a very different world when I started UKSEDS back in the late 80s
- Jane and Julia started UKSEDS after meetings with SEDS USA
- They had the head of the national space centre at the time

- Just after the formation of UKSEDS, the UK govt didn't think space was important
- UKSEDS overcame this barrier of adversity, some people left the space industry, others moved to Europe
- You may well pivot throughout your career
- Let's make UKSEDS more diverse in terms of backgrounds and subjects
- Get involved!

Will

- Thanks to Julia

Charity Update

- In 2017 at the AGM we voted to become an incorporated charitable organisation
- This was to avoid the trustees from being personally liable to the charity
- We had to create a new charity, UKSEDS as a CIO
- CIO application was accepted last week
- Current status is that there are 2 UKSEDS charities
- We intend to dissolve the current one and transfer everything over
- This is nothing to worry about
- The current model of just a constitution is changing with the new CIO, we will now have the charity commission's model constitution and used that, then moved everything else over to a rules and regulations document
- UKSEDS is currently an unincorporated charity
- For the past 2 years we have been working towards incorporation
- This was completed last week
- We will now wind down UKSEDS (the old version) and transfer everything to UKSEDS (the new version)
- We have a new charity number

Accounts

- Louise presented accounts for the last two financial years
- We spent £21,734 and had an income of £37,147.83 in 2017-18 financial year
- $\frac{3}{4}$ of our spending is on events
- Question: what was the £33
- Graeme: Do we need to extend the financial year? Rob: no, but we do
- Motion: to not approve the accounts until they've been externally audited/examined.
 - Approved unanimously

AOB

Will

- Thanks to the whole team, it's not been easy
- All staff have been amazing

Election

Chair

- Candidates: Anuradha Damale, RON
- Hello everyone, I'm currently exec at large
- You'll have seen me running around this conference helping

- I have an MSc in Science and Tech policy and a BSc in Physics and Astronomy
- In 3 months I have a lot of experience of exec
- Represented at Westminster Business Forum
- Diversity officer
- I am emotionally attached to UKSEDS
- I want to improve our vision as an organisation

Questions

- Q. How do you want to make us more inclusive and efficient
- We made an inclusive initiatives document
- Major stakeholders are very interested in collaborating with us
- I want to try implement more vertical structure
- Q. We had a waiting list of 150 this year, how do you plan to deal with this?
- We had people literally pretending to sell fake tickets and sneak in, it's been so popular
- We need to debrief over this
- It's a balance of budget, it would cost more if we expand
- Biggest conference we've had so far
- If we go too big, can we still provide the conversations and networking?
- Q. Strengths, weaknesses and threats to UKSEDS?
- Strengths: we have amazing volunteers and branches
- We collaborate with external sponsors and stakeholders, we could be better at communicating with stakeholders
- Weaknesses and threats: biggest concern, it shouldn't take over our lives
- We need to promote a healthy work life slack balance
- Our members and volunteers need to communicate with volunteers better
- This is one of the most supportive organisations I've worked for
- We are growing very quickly, there is a risk in this that we could burn out
- We need a strategy and a vision that we are working towards
- Opportunities: we should do more in policy, space is so much more than rockets and engineers
- We need to cater for the wealth of diversity of people in the space sector
- We should be working with organisations to facilitate this
- Q. Your strengths?
- Good at reading people, need to make sure members and stakeholders are happy
- Educational background: policy perspective helps shape the strategic vision
- Good at getting stuff done
- Q. Weaknesses
- I sometimes care too much, when I've sent emails at 3 am and 4 am
- Q. Favourite thing about UKSEDS?
- The people.
- Anuradha Damale elected unanimously
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Vice Chair

- Candidates: Sam Bond, RON
- Aerospace engineer, currently on placement, been involved in rover competition for the last 6 months
- Wants to get involved in running it
- Helped with Space Careers, NRC,
- Main focus is on teaching and competitions, working with industry to target the skills needed

- Also focus on getting more volunteers, this conference has shown us how great branch members are
- Want to get alumni involved, great taste in food
- I had haggis bon bons
- Plenty of connections to be made
- Q. How is yours and Anu's relationship
- We have differing opinions on different things, mine is more engineering and teaching, I fully trust her judgement, her opinion is more
- Q. How will you increase volunteer in tkae
- More local careers events
- Get local industry and local volunteers involved
- Mentor them in running the event
- Q. Can you name what everyone else ate at the alumni dinner
- Yes.

Sam Brown elected unanimously

Treasurer

- Candidates: Arran Reedman, RON
- First year comp sci undergraduate
- Joined UKSEDS as a volunteer in October as systems team
- Been involved in NSSC, made the new website, making an events app
- Made the screen displays around the conference
- I wrote BB-8 puns
- I made the question system for this conference
- Want a greater online presence, use our youtube channel more
- Could use this to expand the impact of NSSC
- Good attention to detail
- Pretty good at spreadsheets
- Always willing to get stuck in
- Q. How will you manage your systems responsibilities with all the money stuff
- Exec position takes priority
- Still want to take a load off Joseph's shoulders
- Q. How else do you want to expand our online presence?
- Podcast interviews with speakers at events
- Q. What's your favourite pun?
- I don't take sides
- Q. What's the new website going to be like?
- More intuitive, modern, same content, minor modifications, presented differently
- James: there are plenty of support networks in place to help exec make decisions
- Q. Do you have any ideas on how to take the treasurer role and embed it within UKSEDS?
- Perhaps sponsor engagement, branch grants?
- Open to opinions, I'm approachable
- Arran Reedman elected unanimously

Secretary

- Candidates: Rachael Dixon, RON
- 4th year UG Physicist at UoE
- Got involved with UKSEDS last year but couldn't make NSSC last year due to snow
- Ran Careers Launch on Friday night before the conference, approx 100 high school students

- came to learn about space
- Want to be a teacher myself
- Been developing a space outreach programme at a childrens hospital for children in isolation units, mimicking astronaut's isolation
- Work as a youth worker
- Q. How fast can you type
- I'm not sure of the words per minute
- Q. What strengths do you have on the people skills side?
- Through all my outreach work I've chased people up etc
- Q. What's your favourite thing about UKSEDS?
- How much is going on, I've loved this weekend
- Q. This time next year what do you hope to have learned?
- Already I've learned more
- At school I was terrified of speaking in front of a class and now
- Q. How would you improve SpaceCareers.uk
- I don't know enough about it to answer
- Rachael Dixon elected unanimously

At- large

- Candidates: Steven George, Lewis Lappin, RON
- Steven:
- Thanks to the UKSEDS team for this conference
- Graduated in 2016 MPhys
- Worked as a design engineer in laser manufacturing, not my passion
- CranSEDS President
- We are all post grads for one year so we've had to work it out
- Q. Are there any specific areas apart from outreach that you're interested in? Is there a particular area you'd like to be part of?
- Interested in all of it. Want to help with outreach, we had no hangover, we built the infrastructure
- Q. What do you think the differences between being on staff at UKSEDS compared to the branch?
- All previous experience has been very local
- skills = adapt and jump in at the deep end
- Q. You know who you're going to be working with, what are you going to bring to it?
- Energy and passion, too much energy, reliable
- Q. Best thing about the CranSEDS space day and why?
- Having the vision to begin with, having the team to work with, pulling it off at the end
- Lewis:
- Secretary of Physics and Astro Society, then President, set up observing nights
- Want to run a space data hack-a-thon
- UKSEDS taught me how to run a diverse and inclusive organisation
- Will continue on that front
- Happy to get stuck in
- Q. Congrats on an amazing conference. What's the most important thing you've learned from this?
- Never deal with Edinburgh uni timetabling service. Importance of documenting things and noting stuff down.
- Learned how easy it is/hard to ask people for money
- Learned how to work in a fun enthusiastic team
- Q. What teams would you like to work in?

- Domore with competitions andmore with events.

Steven elected unanimously

Lewis elected unanimously

AOB

William Easdown: A voting procedural policy

Action: old and new exec to create a new voting procedural policy

Question: Can sponsors send more than just graduates to be on a stand?

- Large expenditure for sponsors already

Question: How about speed networking?

- Possible, logistically difficult

Anu: We are thinking of testing a new model, with team leads?

Thanks to Edinburgh team, trustees, old exec etc