

CHAIR'S ANNUAL REPORT, 2021

When I wrote the last Annual Report we hoped we were coming to the end of the first wave of Covid 19 and were looking forward to emerging from the crisis. Unfortunately, as we now know, the next wave at the start of 2021 was just as difficult, and it was not until a few months ago that the recovery began for the sector. The situation for this winter looks uncertain. We cancelled our Conference for the second year in a row and are holding the AGM online.

Research by NCVO (National Council for Voluntary Organisations) has shown that 46% of charities have suffered financially because of Covid. Other research shows that 70% of member organisations reported a fall in membership. As a membership organisation, with our income dependent on your subscriptions and insurance income, BAFM is particularly vulnerable. In 2020 we looked in detail at our income and expenditure with the expectation that some groups would not renew their subscriptions if they were unable to reactivate their activities soon, and this has proved to be the case. I modelled a scenario where we lost 25% of our members and, in fact, we have lost just 20% since 2019 before the pandemic. Understandably insurance sales are down as many groups have not restarted activities yet.

We have large items of fixed costs each year including the insurance scheme premium and our administrative costs, but we have made savings elsewhere and have monitored our budget throughout the year. Currently we anticipate that we will end the year with £43,393 in reserves, excluding restricted funds, compared to £46,000 at the end of 20/21 and £45,473 in 19/20.

I hope you will agree that BAFM membership remains valuable at this time, even for groups in hiatus. We hold supportive member meetings on Zoom, provide advice in response to individual enquiries, send e-newsletters, and our Journal has included examples of how groups have fared through the last difficult year. As it has been said, "We are not all in the same boat but we are in the same storm". We hope that BAFM membership will provide useful support to all of you, our members.

We have embarked on a recruitment campaign and would urge you to tell groups that you are in touch with about BAFM and suggest they contact us for full details of our services. There has been a trend towards larger groups in particular being subsumed into museum-run membership schemes over the last decade, and some smaller groups find it difficult to find new volunteers to carry on their work. Hence our membership has been falling for the last 10 years. This has been exacerbated by the pandemic. A number of respondents to our survey on the impact of the crisis expressed concern that as a smaller and older group they were uncertain whether they would be able to take up their roles again after so long a break. However, we know that there is an untapped market of at least 300 groups that are not BAFM members, so we want to stabilise and even grow our membership over the next few years as, we hope, life starts to return to normal again.

We changed the ways we work. With face to face meetings no longer possible we have had more frequent Council meetings online. We also started holding regional member meetings on Zoom and, of course, geographic constraints do not apply online so joint meetings brought together members from different parts of the country.

It is essential that we understand what you need, so I would like to thank all of you who returned the survey included with the subscription mailing in January. A report based on what you told us will be

included in the winter Journal and it has already helped us put together an events programme (to be held online for the foreseeable future).

Our most exciting new development this year was the launch of our new Impact Award. As the name implies, this is about the real difference that Friends can make to their museum. Although perhaps not the most auspicious year for the launch, we were delighted to receive 15 good applications, and the four shortlisted projects were outstanding. You can find out about them at the AGM event and the projects will also be featured in the Journal. I hope you will find them stimulating and inspiring – and that you will consider entering in 2022. The scheme is open to groups of any size as it is about the creativity you bring to your work and the ability to make an impact for your museum that matters.

The Rebuilding Heritage programme run by Heritage Alliance in partnership with the National Lottery Heritage Fund offered support in the form of short professional consultancies to help heritage charities weather the Covid storm. I successfully applied for business planning support for BAFM, to help us look at how we might make savings, and for communications planning. This will result in the launch of a new BAFM Facebook page and the preparation of a communications strategy to encompass all our communications channels including our website, the Journal, e-newsletters, social media and our events.

We feel it is important to advocate for Friends and this year I have had letters published in the *Art Newspaper* and *Daily Telegraph* about the part Friends can play in supporting their museums through these difficult times. In addition, I contributed to a DCMS consultation on the forthcoming Heritage Statement and received thanks from Nigel Huddleston MP Parliamentary Under Secretary of State for Sport and Tourism for the resilience museum friends have shown throughout the pandemic, which I am pleased to pass on to you with the thanks of the whole BAFM Council. I have recently been in discussion with European Friends' associations that are equivalent to BAFM who, subject to funding, hope to establish a European Museum Friends Day from October 2022.

As part of reviewing how we work, we have set up a working group system. Membership may not necessarily be confined to Council members, so if you have skills or knowledge that you could contribute to BAFM, do get in touch with the new Chair. We would welcome people with skills in copywriting and proofreading, digital technology and finance.

Several new members joined the team this year; Keira Stobie as Regional Co-ordinator for the South West, Tim Craven for the South East (Western Counties) and Paul Howitt-Cowan for the East Midlands. Our longstanding representative for Scotland, John Rosenfield, is stepping down at the AGM after years of travelling around the country supporting museums in the cities and in some of the remotest parts of the country. Mike Evans and John Newcomb stepped down earlier in the year and Charlotte Spink, Lesley Jones and Geraldine King have also left the Council. Hilary Machell, our interim Secretary, will remain until the AGM. I am delighted to recommend our new Council members and to send departing ones all best wishes for their future endeavours and to thank them for their work for BAFM.

It is with great sadness that I took the decision not to stand for re-election for a second term. I am proud of what I have achieved in the last four years and would have liked to continue to lead BAFM through what will be difficult years as the charity and heritage sectors that we straddle recover from the biggest crisis of our almost 50 years existence. Museums now need their Friends more than ever and Friends need BAFM to support them. I wish the continuing Council the very best in carrying on their work on your behalf.



Alex Walker
Chair

British Association of Friends of Museums - Accounts for Period 1st February 2020 to 31st January 2021

	2020/2021		2019/2020
1. Receipts and Payments Account			
<u>Income Receipts</u>			
Subscriptions	21,125.00		21,220.00
Interest	8.73		18.8
Gift Aid	149.28		172.16
<u>Restricted Funds</u>			
Volunteer Training Project	0.00		0.00
Arts Council England	133.00		0.00
Travel Bursary	0.00		0.00
<u>Trading</u>			
Conference	417.42		530.00
Members Insurance Scheme	44,625.36		48,529.22
Journal - Printer's Invoice Error	311.38		
Total Receipts	66,770.17		70,470.18
<u>Direct Charitable Expenditure</u>			
Journal	2,728.00		6,555.36
Member's Insurance Scheme	33,175.32		39,104.45
<u>Restricted Funds</u>			
Volunteer Training Project	0.00		0.00
Robert Logan Memorial fund	0.00		61.56
Arts Council England	0.00		0.00
Travel Award	0.00		0.00
<u>Other Expenditure</u>			
AC's Accommodation Expenses	0.00		776.77
AC's Meeting Expenses	0.00		119.15
Administration/Secretarial	19,999.92		19,999.92
AGM	613.41		0.00
Balance of Robert Logan Award (not restricted)	0.00		533.94
Conference Dundee	49.59		661.50
Conference Newcastle	0.00		1,225.51
Council Meetings	1,214.98		1,376.92
Insurance Premium Refunds	255.00		344.46
Newsletter Award	0.00		750.00
Photocopying	19.32		128.75
Postage	1,162.96		3,158.32
Printing	335.00		704.39
Prospering Board Workshop	0.00		2,019.81
Stationery	265.58		777.42
Subscriptions Paid	1,011.41		905.01
Subscriptions Refunded	200.00		70.00
Sundries	91.94		41.00
Travel	373.92		2,402.73
Web Design & Maintenance	477.97		585.45
Total Payments	61,974.32		82,302.42
Net gain/loss for Period	4,795.85		-11,922.24
Balance at 31st January 2020	45,473.11	2019	57,395.35
Balance at 31st January 2021	50,268.96	2020	45,473.11

British Association of Friends of Museums - Accounts for Period 1st February 2020 to 31st January 2021

	2020/2021	2019/2020
2. Statement of Assets and Liabilities		
Monetary Assets		
COIF	3,329.82	3,321.09
Barclays Bank	49,974.31	42,200.25
	53,304.13	45,521.34
Less unpresented cheques	3,035.17	48.23
Add uncleared credits	0.00	0.00
Total Assets	50,268.96	45,473.11
3. Restricted Funds		
	Receipts	Payments
Volunteer Training Project		
Brought forward from 31.01.20	41.61	
Carried forward to 2021/2022		41.61
Arts Council England		
Brought forward from 31.01.20	1,138.64	
Award Granted	133.00	
Carried Forward to 2021/2022		1,271.64
Travel Bursary		
Brought forward from 31.01.20	3,055.57	
Carried forward to 2021/2022		3,055.57
4. Unrestricted Funds		
Balance at 31.02.21		
Volunteer Training Project	41.61	
Arts Council England	1,271.64	
Travel Bursary	3,055.57	
Total Restricted Funds	4,368.82	
	Total Funds	50,268.96
	Less restricted funds	4,358.82
	Carried Forward to 2021/22	46,000.14

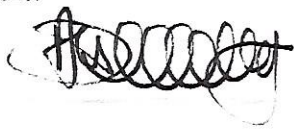
A Walker



Chairman

I, the undersigned, have examined the Statement of Financial Activities and Balance Sheet, which are in agreement with the books and records and explanations given to me. This examination has been conducted under the provisions of the Charities Act 1993. In my opinion the Balance Sheet gives a true and fair view of the state of affairs at 31 January 2020.

A H Denney



Examiner

Notes to the Financial Accounting Policies

1 The financial statements have been prepared on a receipts and payments basis.

Termination

2 The charity converted to a Charitable Incorporated Organisation and terminated its current operations on 31st January 2015.

The charity has no guarantees and has no outstanding debts.

3 Arts Council England	Balance at 31 January 2020	1,138.64
	Award in Year	133.00
	Balance at 31 January 2021	<u>1,271.64</u>
4 Travel Bursary	Balance at 31 January 2020	3,055.57
	Award in Year	Nil
	Balance at 31 January 2021	<u>3,055.57</u>
5 Volunteer Training Project	Balance at 31 January 2020	41.61
	Award in Year	Nil
	Balance at 31 January 2021	<u>41.61</u>



**48th Annual General Meeting of the Association
held on
Saturday 13th November 2021
at 2.00pm via Zoom**

FORM OF PROXY

If you are not able to attend the meeting, you may either appoint a representative of your choice or the Chair of the meeting to vote on your behalf. Unless you complete the directed voting section your proxy will be free to vote as he/she feels.

**I will not be attending the Annual General Meeting of British Association of Friends of Museums.
I wish to appoint the following person to act as my proxy at the meeting.**

	Chair of the Meeting
or	
	the individual named below

(Please delete as appropriate and complete in black ink in capitals and return to the Secretary)

Name of Your Proxy

Your Member Organisation

Your Name Position

Signed

Directed voting:

Resolutions

	FOR	AGAINST	ABSTAIN
To approve the Report of the 2020 Annual General Meeting held via post			
To approve the Chair's Report			
To approve the accounts for 2020/21			
To elect Tim Craven as Regional Co-ordinator South East (Western)			
To elect Paul Howitt-Cowan as Regional Co-ordinator East Midlands			
To elect Dan Calley as Chair			
To appoint Alan Denney as Examiner (Auditor)			

A proxy notice must be delivered to the Secretary at secretary@bafm.co.uk no later than Monday 8th November 2021.