**UKNC Annual General Meeting**

**05/01/2023**

**Bristol**

**Attendees:**

Bath: Philips Shield (PS)

Bristol: Martin Kuball (MK)

Cambridge: Rachel Oliver (RO)

Cardiff: David Wallis (DW)

Cornell: Grace Xing (GX)

Loughborough: Mike Petty (MP)

Manchester: David Binks (DB), Matthew Halsall (MH)

MOCVD Solutions Ltd: Laurence Considine (LC)

Strathclyde: Fabien Massabuau (FM), Rob Martin (RM)

1. **Apologies & Minutes**

* Kean Boon Lee (KBL), Peter Parbrook (PP) and Angela Dyson (AD) send their apologies
* The minutes from previous meeting(s) were accepted

1. **Chair’s Report**

* It is really good to go back to meeting in-person.
* We notice that our numbers at the conference are down – this year 49 people were attending. This low attendance can be partially explained as a compounded effect of:
  + rail strikes,
  + early meeting date,
  + school holiday calendar,
  + issues with the mailing list (people seem to have the UKNC emails automatically blocked/junked). **Action point**: RM to liaise with IT team in Strathclyde to see if something can be done.
* We need to consider what can be done in the future to maintain (or increase) attendance at the meeting. Besides addressing the points above, an approach could be to monitor recent EPSRC wins to link more actively the conference programme to incoming funding in the UK.

1. **Treasurer’s Report**

* MP has checked the accounts, and is happy. Thanks a lot! The balance as of December 2022 is of £34k, but £3k of travel bursaries are pending. There are still some memberships to be collected, PS is organising a second membership event (closing 31 January 2023).
* It is increasingly difficult to make cheque payment. DW is investigating options to move to online banking in order to make electronic transfers. We may have to consider the implications/possibilities for paying the travel bursaries to the students.
* Our public liability insurance has been renewed from January 2023. A new policy has been investigated to include cyber cover (as this was removed from the previous policy).
* The UKNC will cover carefully assessed losses for the organisation of the meeting in Bristol

1. **Secretary’s Report**

* We had an AGM and an interim committee meeting in 2022, and every action point has been addressed.

1. **Bursar’s Report**

* This year, 8 bursary offers have been made and 7 were taken up. One will not be paid until next year. The distribution was: Cambridge (3), Strathclyde (2), Sheffield (1), Tyndall (1), Cardiff (1).
* Yidi Yin (Sheffield) was awarded the Phil Dawson bursary. We will continue awarding the bursary. **Action point**: RM to keep Phil’s widow up to date with the bursary.
* No applications were received for the COVID bursary.

1. **Committee Elections**

* PP, PS, KBL, and FM were at the re-election point.
* KBL is retiring. **Action point**: We need someone to help the organisation of the meeting. RO is happy to assist.
* MK joining the committee, nominated by RM, seconded by RO.
* PS stands for re-election, nominated by DB, seconded by RO again.
* FM stands for re-election, nominated by RO again2, seconded by DB again.
* PP told FM he is standing for re-election, nominated by everyone, seconded by everyone else.

1. **Any Other Business**

* UKNC 2024 meeting
  + Suggested date 10-11 January 2024.
  + FM offered to host UKNC 2024 in Strathclyde.
  + RO put forward Cambridge for UKNC2025.
  + **Action point**: (1) RM to talk to Rob Taylor to see if he was still planning for organising in Oxford. (ii) FM to confirm Strathclyde availabilities for these dates.
* UK Semiconductors
  + We continue to contribute to the “wide bandgap semiconductor” sessions.
  + MH to continue acting as UKNC point of contact.
* Seminar series
  + Seminars were beneficial, and MH is happy to continue organising them, but needs help to identify speakers. **Action point**: Everyone to nominate speakers to MH.