

KENT MASONIC LIBRARY AND MUSEUM TRUST
Annual General Meeting on 20th September 2014 at the
Masonic Centre, Canterbury.

Members present:

R.W.Bro. G. Dearing Provincial Grand Master	
V.W.Bro. R.W. Odd Deputy Provincial Grand Master	
W.Bro. R.Waltham Assistant Provincial Grand Master	W.Bro. P.Hagger Assistant Provincial Grand Master
W.Bro. A.Denne (Chairman)	V.W.Bro. R.Wade (Vice Chairman)
W.Bro. A.Eldridge	W.Bro. R.O'Brien
W.Bro. C.Boxer	W.Bro. A.Pratt
W.Bro. D.C. Anning (Treasurer)	W.Bro. E.Baker (Operations Manager)
W.Bro. A.P.W.Periton (Curator and Librarian)	W.Bro. J.H.A.Andrews (Secretary)
W.Bro. M.Bassant (Chairman Association of Patrons)	W.Bro. R.Evans (Marketing Manager)
W.Bro. D.Alexander Provincial Grand Secretary	

As well as 61 Lodge Representatives and Museum Stewards.

Apologies:

Apologies were received 26 Lodge Representatives.

The Chairman opened the meeting at 11.04 a.m. welcoming all present and in particular the Provincial Grand Master and members of the Executive and thanked all for their continued support of the Library & Museum.

Minutes of the Meeting on 7th September 2013.

The Minutes of the previous Meeting having been posted on the Provincial website. W.Bro. L.Finnis of the Bredenstone Lodge No. 8039 proposed and W.Bro. R.Evans of the Manor of Faversham Lodge No.8248 seconded they should be taken as read and adopted. This was put to the Meeting and carried.

3. Statement by the Chairman.

This has been a year of consolidation for the Library and Museum. I am pleased to report the visitor numbers are continuing to increase, during the year we welcomed the Assistant Grand Master R.W. Bro. David Williamson in December and members of the press in January. In the last twelve months we have had in excess of 7000 visitors.

Despite the consolidation it has been a busy year, two of the most important matters being the change of charitable status to a Charitable Incorporated Organisation (hereafter CIO) and the preparation for the reaccreditation of the museum. Both of these matters have yet to be finalised. The CIO has taken longer than expected but it is hoped that it will be finalised within weeks. The reaccreditation application has to be submitted in December. My thanks to W.Bro. William Daniels for his assistance and guidance with the CIO application, W.Bro. Daniels explained the reasons for changing to CIO status at the annual general meeting last year.

During the past year every effort has been made to publicise and raise the profile of the Museum, in this respect co-operation with the Canterbury Museum Group, and other museum groups, visit Kent and Visit Canterbury and also the media, has lead to some to some very good articles and publicity. I am very grateful to W.Bro. Robin Evans, our Marketing Manager, for his input in achieving success in this area. Whilst mentioning the profile, I am sure you will all have noticed the magnificent new entrance arch which has just been erected. I am pleased to report that the arch in conjunction with the new positioning of the screen in the court yard has already attracted new visitors. On behalf of the Trustees and Members I would like to express our sincere thanks and appreciation to the anonymous donor for their generosity which has allowed us to design, manufacture and erect this arch and also to W.Bro. Andy Stevens for manufacturing and erecting the arch and for his patience in storing it during the lengthy planning application. My thanks also to W.Bro. Tony Taylor, Alan Brown and Mark Wibley for their assistance in this project.

The Arthur Crick Trust has for many years given great financial support to the Museum, and we are most grateful to them this year for their generous support in the production of a guide book to the Museum. Trustee W.Bro. Roger O'Brien is compiling and arranging the publication of the guide book, the sales of which it is hoped will make a valuable contribution to the Museum funds in the coming years. We are most grateful to the Trustees of the Arthur Crick Trust for their continued support and generosity.

I would like to take this opportunity to thank all the Officers and Members of the Committee for their unstinting support in the past year. Our treasurer, W.Bro. David Anning has again kept our finances in good order, our Operations Manager, W.Bro. Eddie Baker has again played a major role in keeping the museum open throughout the year, he organises the volunteer rota, not an enviable task. He is on call 24 hours a day and often comes in to open up the museum night and day and stands in when others are unable to attend. There are many other duties that he fulfils and we are very grateful to you. W.Bro. Tony Periton the Curator and Librarian has completed a busy year which has included two exhibitions, firstly the very successful Holy Royal Arch exhibition in the autumn which he and W.Bro. Martin Ransom arranged; today sees the opening of the exhibition which marks the centenary of the start of the First World War.

We are in the third year of the Association of Patrons and I thank W.Bro. Mark Bassant and his team for their stewardship of the Association. In the coming year Mark will be promoting Lodge membership of the Association and encouraging Lodges to subscribe through their benevolent fund now that we have completed the 2014 festival. Thank you Mark for your valuable work in this most important area of promotion and finance for the Museum.

During the year we have been very fortunate to have Mrs. Sue Rodgers join the team to take up the mantle of running the shop. Sue's enthusiasm has rejuvenated the shop and the results speak for themselves. The Trustees are most grateful to her for taking on this role.

I would like to thank W.Bro. Jeff Davis our Assistant Librarian, and to welcome back Mrs. Sarah Blatter our Assistant Curator, and to congratulate her on the birth of her daughter. We have two stalwarts who attend the Library each week to carry out the cataloguing the Church Collection. On behalf of the Trustees I would sincerely like to thank Mrs. Sue Ransom and Mrs. Sandra Bailey for diligently working through this enormous task. Your support and assistance is very much appreciated.

This year has seen the retirement of a stalwart of the Library and Museum, W.Bro. Tom Redman. Tom has held several positions in the Museum, including that of Secretary. He is best known for initiating the production of the list of lecturers and also for arranging the Cornwallis Lectures. I know that both the Provinces of East and West Kent are most appreciative of the work he has carried out for many years and of course in thanking him we wish him a happy retirement. I am pleased to report that W.Bro. Paddy Langdown has kindly agreed to take over this role and with his usual enthusiasm he has already produced the latest list of lecturers and is currently engaged in arranging the Cornwallis Lecture for next year.

I now come to the main stay of the Museum the volunteers. I would like to thank the many volunteers and stewards who give up their valuable time to help man the Museum throughout the year. They are truly the backbone of the Museum, without whose support the Museum could not function and would not be open almost every day of the year. I cannot emphasise enough how much their contribution is appreciated. To ensure the success of the Museum we are in urgent need of more volunteers to assist in keeping the Museum open seven days a week, which of course a Museum of this standing must do. I do urge all Lodge representatives to do their utmost to encourage members of their Lodges to help by becoming volunteers, we will of course be pleased to welcome wives and partners of volunteers and it is hoped in the future to form a ladies committee to encourage participation. Often through unavoidable circumstances volunteers are unable to attend at the last moment, so there is also a need for a team of reserve volunteers who can be called in at very short notice to fill in. As appreciation for all their help the Trustees are arranging a social evening for the volunteers and their partners to take place early next spring. Finally I sincerely thank all my co-trustees for their support and assistance during the year and for the valuable work they have undertaken in the interests of the Museum.

Ladies, Gentlemen and Brethren, the Museum is a great asset to both East and West Kent Provinces and the envy of many other Provinces, it is now recognised by many organisations as a leading local museum. The Trustees realise there are challenges ahead and it is indeed our duty to see that it develops further and is maintained to a high standard. I realise that I am preaching to the converted this morning but please go back to your Lodges and sing its praises, encourage visits, suggest that Lodge Mentors bring all new members on a visit, ensure prospective new members are aware of the Museum and of course find at least one new volunteer from each of your Lodges to assist with the manning of the Museum. Thank you all for your support and for being present today at this Annual General Meeting.

4. To Approve the Accounts.

The Audited Accounts for the year ending 31st March 2014 having been distributed, the Treasurer, W.Bro. David Anning, gave his report.

I have much pleasure in giving my financial report of the KML&MT for the year ended 31st March 2014. You should all have received a copy of the accounts, and I have here an audited set signed off by the Trustees and the Auditors J A D ASSOCIATES LIMITED for inspection should you so wish to see them.

Income for the year has increased by £5250;

Patronage has gone up by	£3250
Cornwallis Lecture by	£550
Donations and Collection Box	£700
Robin Evans Lectures	£375
Shop	£375

This gave a total income of £19,750 against the budgeted expenditure of £15,000, of which we actually spent £16,675. An excess of just over £3,000. This leaves us at the end of March 2014 reserves of just under £10,000 for the future running of the Library and Museum.

The Capital improvement fund, this is the capital, as opposed to the running of the Library and Museum. It originated back in 1994 when the Edney extension fund was created and includes the refurbishment money of 2013. We have a balance of £11,400 to spend on any further capital improvements.

The Treasurer invited questions from the floor: there were none.

W.Bro. B. Bulivant of the St. Lawrence Lodge No. 3350 proposed the adoption of the published accounts. This was seconded by Bro. L. Tomes of the Graveney Court Lodge No. 8637 and approved by the meeting.

5a. To elect the Treasurer.

On the proposition of W.Bro. A. Taylor of the Old Ruymian Lodge No. 8391, seconded by Bro. J. Dickson of the Romney Marsh Lodge No. 8391, W.Bro. D.C. Anning was unanimously re-elected Treasurer.

5b. To Elect the Committee and other Officers.

W.Bro. C. Manuel of the Lodge of St. Mark No. 6969 proposed that the recommendation of the Trustees that the Committee and Officers remain in post for the ensuing year be accepted. This was seconded by W.Bro. N. Drakley of the Trinity Lodge No. 7021 and passed by the meeting.

To elect the Auditors.

The Trustees, being satisfied with the Auditors, JAD Audit Ltd. and wishing to continue with them for the ensuing year, on the proposition of W.Bro. B. Meeres of the St. Michael's Lodge No. 1273, seconded by W.Bro. A. Young of the Stella Maris Lodge No. 7279 this was passed by the meeting.

6. Reports from members of the Management Committee.

The Operations Manager, W.Bro. E. Baker, presented his report.

I would first like to thank the Library and Museum volunteer day attendants for continuing to give their time and support to keep the museum open to visitors most days of the year. This is achieved by a successful rota of 60 volunteers. However, we do need a few more to cover the rota completely. I would like to explain how the day rota works.

There are two volunteers on the rota most days with every volunteer covering one shift per month. Each volunteer is asked to cover the same day of the month, for example, a particular volunteer will cover the first Monday of the month or, say, the third Friday of the month.

We are still aiming to recruit non-Masons and Ladies as attendants so it would be appreciated if any Museum Representatives could assist with recruitment. Please notify me if you know of anyone who would be interested in supporting the Museum.

With regard to visitor numbers; they are still increasing. We are averaging 600 visitors a month or in excess of 7,000 a year. It is interesting to note that 80% are non-masons. We have now started to record the number of non-UK visitors in the first month we had over 200. Fund raising for the year through the Donation Boxes was a total of £1,135.

I would like to thank the Chairman and Trustees and assure them of my continuing support. Lastly I would like to thank the Library and Museum Committee and key holders for the help they have given me in carrying out my duties as Operations Manager.

The Chairman thanked W.Bro. Baker for all he does on behalf of the Museum.

The Librarian and Curator, W.Bro. A. Periton, delivered his report.

This last year seems to have flown past, you may think little has changed but a lot has happened. I reported last year that we were still examining the boxes that we have in storage, we are still doing that and labelling the boxes with their contents, being the first step towards final cataloguing. At this point I wish to make my first plea for help, if there is anyone here who can spare some time on a regular basis, once a week or once a fortnight, to check the boxes and label them, I would be most grateful. This time last year I reported that a temporary exhibition was being prepared, celebrating the 200th anniversary of the Holy Royal Arch. This was successfully completed and during the year received due praise. In fact the Museum received a visit from R.W.Bro David Williamson the Assistant Grand Master, who also expressed his admiration for the exhibition. In keeping with other institutions The Great War of 1914/18 is commemorated in the present temporary exhibition, whose theme is Freemasonry and the Great War, with particular emphasis on Kent Freemasonry. If you have a chance to see it you will see we have tried to keep the same standard of presentation as we have for all the other graphic boards in the main Museum. If you have not already seen it, please visit and report back to your Lodges and encourage the members to visit. Please make sure your Lodge Mentor knows about the Museum and bring either prospective candidates or new initiates. If anyone has anything to loan that they think may be appropriate to be included in the exhibition, I would be very glad to receive it. There may be Lodges that have old record books from the First World War or artefacts they have collected.

The many visitors continue to leave satisfying comments, suggesting that the message of openness is being well received. We continue to receive many enquiries from the general public seeking help to find their Masonic family history, which has produced some surprising results. If we are unable to help we refer them to Grand Lodge, who are usually very helpful.

At present the library facilities are being underused so a plan is being formulated to bring those facilities to the greater notice of the Brethren. To encourage brethren to read more than just the ritual books. In the past the main emphasis has been quite rightly on the Museum as it is such a jewel in our Province but I think the library is being under played and needs to have a higher profile, so my second plea is for assistance in the library, again on a regular basis, we need to refine the collation of the books, if anyone is interested I would be delighted to hear from them. I must thank Bro. Jeff Davis for his valuable assistance in looking after the library and also W.Bros Mike Farrell, George Richardson and Dave Birch for all their work in dealing with the donated regalia.

Finally I look forward to next year with the Museum continuing to inform and educate whoever passes under our new arch and through our open doors.

The Chairman thanked W.Bro. Periton for his report and his valuable input into the Museum and library.

The Marketing Officer, W.Bro. R.Evans, delivered his report.

We have had an increasing number of visitors and an increasing number of overseas visitors, we are recognised and work closely with Visit Kent, Visit Canterbury and the whole of the Canterbury Museum team. They see us as an integral part of the city's tourist trail. Thanks to the new entrance arch it is virtually impossible to miss us. We take our message out through a variety of channels, we are very active on social media, we have a lecture that we take out, not just to Craft Lodges but to Chapters, and other Masonic and non Masonic Orders. Returning to the topic of visitor numbers, Canterbury is the No.1 tourist destination in Kent, and Canterbury Cathedral is the No.1 tourist attraction in Kent with twice as many visitors as its nearest competitor, Canterbury Cathedral is a five minute walk from our Museum. One of the easiest ways of finding things to do in Canterbury is to use that really useful website called Tripadvisor. We are listed on the site and have had some fantastic reviews. Of the 52 attractions listed in Canterbury we are number 26 and we have a four out of five star rating. We have our own Facebook page and have followers and friends in every continent except Antarctica. Thank you for your support and take the message back to your Lodges and friends. Please try to get us further up the list on Tripadvisor and find me a follower at the South Pole.

The chairman thanked W.Bro. Evans for his report and for raising the profile of the Museum in many areas.

The Chairman of the Association of Patrons, W.Bro. M.Bassant, delivered his report.

What an exiting time this is at the moment, within the province it was the end of the 2014 Festival, which as you all know raised £3,650,000 that means it is now time for the Association of Patrons to move on, we are coming up to our third birthday. Since we were formed in 2011 we have raised just in excess of

£22,000. What we are now looking to do, now that the festival has finished, we are writing to all Lodges Chapters and Heads of Orders to again promote the Association of Patrons, to tell everyone what the Association of Patrons is about, why it has been formed, what we are here for, and how to help the Library and Museum Trust in particular. The next issue of Regaling is due out very shortly, this will be slightly revamped in the next couple of months as we do not wish to become stagnant. There will also be a news letter which will be sent out to all Library and Museum representatives to help them stand up in their Lodges and Chapters to tell their members what is happening in the Museum. The Lodges and Chapters that have joined the Association have the right, by permission of the Provincial Grand Master to display on the front of their summons the fact that they are members of the Association. The wording being "An Associate Patron of the Kent Library and Museum Trust". This may be displayed on the front of your summons every year you renew your patronage. Please encourage your secretaries to put that on the summons. We are coming up to our third Association of Patrons annual dinner which will be on Friday 31st October 2014. To be held again this year at the Canterbury Masonic Centre the time will be 6.30 for 7.00 with a Sherry reception at 6.00, the after dinner speaker will be M.W.Bro. Zuzanka Penn, the Grand Master of the Order of Women's Freemasonry worldwide. Please promote this in your Lodges. Please remember that the Lodge Patronage can be paid from the Charity account. The Library and Museum is yours, it belongs to you and your sons and your son's sons. We must enjoy, treasure and pass it on. We have an Association pin which Patrons are entitled to wear, those of you that have not got them we now have the last batch now in.

The Chairman thanked W.Bro. Bassant for his comprehensive report and said the Trustees see the Association of Patrons as a most important part of the Library and Museum and are very keen to see it expand.

The Chairman on behalf of the Trustees thanked all the members of the Management Committee for their valuable input into the Museum.

7. Representative's Points.

No questions had been submitted by the Representatives.

The Chairman invited the Right Worshipful Provincial Grand Master to address the meeting.

I am a great fan of the Library and Museum and it is because of that that I am here today. It has gone through a period where a huge amount of work and effort has been put in by many people and the number of volunteer hours that have gone in have been huge and it is greatly appreciated. As a result of that effort and hard work we have one of the best Masonic Libraries and Museums in the whole of the country and is recognised at the United Grand Lodge in London as a really excellent Library and Museum, you only have to walk around it to see how good it is. The way it has been put together, and the themes, the public really enjoy it, the fact that you get 80% public here and people come back is because it is very well laid out. Why is it very popular from a civic point of view? Which I am delighted to see, is again because it has been very well put together and it really is a jewel in our crown. It is the single most important point of contact with members of the public; it enables a story to be told of Freemasonry. It very much appeals to me as a window for us to explain what we are about so that in turn alters the public perception and is also a huge opportunity and shop window for those who wish to know more and may be interested in becoming Freemasons in the future. The Library and Museum is hugely important in my view particularly to Freemasonry in our Province of East Kent. We have reached a stage where a considerable investment has been put into it in time and money to bring it to where it is today and I am enormously grateful to the new board of Trustees, to the Committee that have put in so much work over the years to Sue and Sandra for the enormous amount of work they have put in day after day week after week. Where will it go now? It needs our really strong support we need to get the message out there, Brethren, amongst all those that we know to say support the Library and Museum. I am not terribly impressed by the fact that only 20% of a figure of 7,000 are freemasons because that tells me that the average Freemason in East Kent, knowing the numbers, will come here only once every five years as a maximum. I would hope they will come more often than that and would bring their friends and family to see what is a tremendous asset. The two issues going forward for me, and they are so important, one of them is money and the other is support, financially we have had the accounts presented and the accounts are fine, but I would urge support for the Patrons scheme and I would encourage every Lodge and every Chapter to become a member and I would hope that the other Orders would be supportive if they possibly can be in that way, and of course all of us

as individuals can become Patrons, and I would encourage everybody to do that, in addition we have a shop and I would hope that the combination of those two will in the fullness of time make the Library and Museum self supporting which would be a terrific achievement but I think it is possible. The other area which I am really keen that we think about is support; it does require a number of man hours in order to keep the Library and Museum open to achieve the Chairman's wish that it is open seven days a week. I think it is terribly important that we do afford the Library and Museum the opportunity to be open seven days a week. It is popular with the public, it is terribly important that we have volunteers, it does not have to be a lot of time, but we need help in making sure that we are able to keep it open during the hours that we need to. So that particularly during the busy times we are always open for business. It is a great facility that a lot of people are interested in, the numbers so far are impressive, I suspect those numbers will become even more impressive in the future if we make sure we are able to man the Library and Museum during seven days a week. It is difficult but we have nearly 6,400 Freemasons in the Province of East Kent and I would hope that between us we can think about that. Connected with that I would like to say that in the past the office of Library and Museum Representative was not a particularly popular office, not one that was particularly valued by the members but I think it should be valued and it is a very important office and I would hope that over time we can change the perception of the importance of this role, I think that if we could get the right people in individual Lodges as the Library and Museum Representative we would have trouble in holding the meeting in this room, as we would have 185 Representatives in addition to the Trustees, Committee and Executive. This asset and the good that it can do in the ways that I have mentioned is terribly important for us particularly in the Province of East Kent, it is extremely valuable in a number of ways. So I would hope that we can raise the profile. Those of you, who are Library and Museum Representatives, thank you for what you do and thank you for being here. Let's get the message out there Brethren, I will on two or three occasions during the current Masonic year mention my view on this because I think it terribly important, and I want to make absolutely sure that this great Library and Museum, which has had so much effort put into it, succeeds, expands and is enormously successful.

The Chairman thanked the Right Worshipful Provincial Grand Master for his address and making the most important points.

8. Any Other Business.

The Chairman announced the next Annual General Meeting will be on Saturday 19th September 2015.

The Secretary asked that he be informed of any change in the Lodge Library and Museum Representative, or any change of the Representative's address, telephone number and especially e-mail address.

The Chairman closed the meeting at 12.03

Luncheon was taken at the Masonic Temple, Canterbury, under the presidency of the Chairman W.Bro. Anthony Denne.

KENT MASONIC LIBRARY AND MUSEUM TRUST

Income And Expenditure Account for the Year Ended 31st March 2014

	2014		2013	
	£	£	£	£
Balance Brought Forward		6,839.67		7,341.82
Income				
Voluntary				
Collection Box & Cornwallis Lectures	1,280.55		571.28	
Cornwallis Lectures	1,290.00		729.00	
Robin Evans Lectures	375.00		0.00	
Association of Patrons	8,119.00		4,895.68	
Profit from Shop	687.63		310.00	
Province of East Kent	<u>8,000.00</u>	19,752.18	<u>8,000.00</u>	14,505.96
Investment				
Interest		1.23		0.01
		<u>26,593.08</u>		<u>21,847.79</u>
Expenditure				
General Rates	1,342.35		1,305.30	
Water Rates	493.19		304.39	
Insurance	2,174.69		1,990.92	
Light & Heat	3,014.16		3,995.43	
General Cleaning	1,107.42		848.50	
Repairs & Renewals	1,096.16		338.07	
Computer Maintenance & Costs	2,538.64		2,855.08	
Security & CCTV Maintenance & Costs	1,150.13		823.07	
Fire Extinguisher Maintenance & Costs	330.48		80.44	
Telephone	1,182.50		1,123.32	
Printing, Stationery & Photocopying	219.14		219.83	
Postage	178.04		194.37	
Subscriptions	685.00		270.00	
General Expenses	82.52		22.90	
Museum Exhibition Costs	100.00		48.00	
Legal & Professional Fees	360.00		360.00	
Patrons Expenses	336.25		0.00	
Profit on AGM Luncheon	-43.00		(50.00)	
Loss on Social Event	0.00		265.00	
Loss on Patrons Dinner	9.00		13.50	
Promotional Costs	197.24		0.00	
AGM Rental & Expenses	<u>120.00</u>	-16,673.91	<u>0.00</u>	(15,008.12)
Balance Carried Forward		<u>£9,919.17</u>		<u>£6,839.67</u>

Balance Sheet as at 31st March 2014

Assets			
Balance at Bank - Lloyds TSB Current Account	11,681.70		4,113.90
Cash in Hand	196.79		228.49
Nationwide Building Society	50.07		50.02
Stock of Shop	3,081.71		3,780.64
Sundry Debtors & Prepayments	<u>2,195.38</u>		<u>2,365.87</u>
	17,205.65		10,538.92
Less: Sundry Creditors		-7,286.48	-3,699.25
		<u>£9,919.17</u>	<u>6,839.67</u>

Library and Museum Capital Improvement Fund

For The Year Ended 31st March 2014

	2014		2013	
	£	£	£	£
Balance Brought Forward		14,888.19		67,811.47
Income				
Voluntary		0.00		0.00
Investment				
Bank Interest		0.00		4.70
Refurbishment				
Province of East Kent		0.00		6,350.00
		<u>14,888.19</u>		<u>74,166.17</u>
Expenditure				
Refurbishment Costs to date:-		0.00		-59,277.98
New Intruder Alarm System ,CCTV				
Additions + Door Entry Replacement		-3,099.00		
Additional Camera		-396.00		
Balance Carried Forward		<u>£11,393.19</u>		<u>£14,888.19</u>

Balance Sheet as at 31st March 2014

Assets				
Balance at Bank - Lloyds TSB				
Business 30 Day Notice Account		0.00		4,241.50
Current Account		11,393.19		16,636.69
Sundry Creditors		0.00		-5,990.00
		<u>£11,393.19</u>		<u>£14,888.19</u>