

# NATURAL SCIENCES COLLECTIONS ASSOCIATION

England & Wales · Charity number 1186918

## Details

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**Other names** NATSCA

**Status** Registered

**Legal form** CIO

**Registered** 2019-12-12

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Royal Horticulture Society  
Wisley Garden  
Wisley  
Woking  
GU23 6QB

**Phone** 01483212442

**Email** [secretary@natsca.org](mailto:secretary@natsca.org)

**Website** <https://www.natsca.org/>

## Activities

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**Objects:** (1) TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE CARE AND USE OF NATURAL SCIENCES COLLECTIONS AND SPECIMENS.(2) TO PROMOTE FOR THE BENEFIT OF THE PUBLIC THE HIGHEST STANDARDS IN THE PREPARATION, CARE, CONSERVATION, MANAGEMENT, INTERPRETATION AND RESEARCH OF NATURAL SCIENCES COLLECTIONS AND SPECIMENS.(3) FOR THE BENEFIT OF THE PUBLIC TO PROMOTE THE SCIENCE OF NATURAL SCIENCES COLLECTIONS CONSERVATION AND CURATION.

**Activities:** NatSCA supports natural science collections and the people who work with them, to improve care, access and enjoyment for all. We are UK-based but welcome international members and users. We provide: - training workshops, seminars & conferences- peer-reviewed journal- networking opportunities- website & sector resources- member bursaries- member project grants- advocacy

## Classification

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- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Arts/culture/heritage/science

## Geography

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- Northern Ireland
- Scotland
- Throughout England And Wales

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-01-31	£20,802	£13,973	-	-
2024-01-31	£22,105	£17,294	-	-
2023-01-31	£6,577	£7,583	-	-
2022-01-31	£7,927	£7,441	-	-
2021-01-31	£10,179	£5,737	-	-

## Trustees

Name	Role	Appointed
<b>Tannis Davidson</b>	Chair	2022-06-07
Annabelle Buchanan-Smith		2022-10-31
Efstratia Vervenioutou		2025-05-08
Eimear Ashe		2023-04-27
Emma Murphy		2023-04-27
Glenn James Roadley		2020-05-14
Isla Sophie Gladstone		2020-05-14
Jack Daniel David Ashby		2020-05-14
Jennifer Stacey Gallichan		2020-05-14
Laura Alexis McCoy		2021-05-27
Lucie Anna Mascord		2026-05-14
Natalie Claire Jones		2024-04-18
Patti Wood Finkle		2022-06-07
YVETTE BERENICE HARVEY		2020-05-14

**NATURAL SCIENCES COLLECTIONS ASSOCIATION**

England & Wales - Charity number 1186918

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# Accounts

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**Annual Return to the Charities Commission -  
Trustees' Annual Report and Accounts  
For the Year Ending 31 January 2025**



**Charitable Incorporated Organisation Name:**

Natural Sciences Collections Association (NatSCA)

**Registration Number:**

1186918

**Address:**

c/o Yvette Harvey, NatSCA Secretary  
Royal Horticultural Society  
RHS Garden Wisley  
Woking, Surrey  
GU23 6QB

**Trustees in post for the period 1 February 2024 to 31 January 2025:**

Jack Ashby

Eimear Ashe

Clare Booth-Downs

Clare Brown (Membership Secretary)  
(re-appointed at AGM 18 April 2024)

Belle Buchanan-Smith (Treasurer)

Tannis Davidson  
(re-appointed at AGM 18 April 2024)

Patti Wood Finkle  
(re-appointed at AGM 18 April 2024)

Jan Freedman  
(retired as Editor at AGM 18 April 2024)

Jen Gallichan (Co-Chair)

Amy Geraghty  
(retired at AGM 18 April 2024)

Isla Gladstone (Co-Chair)

Yvette Harvey (Secretary)

Natalie Jones  
(appointed at AGM 18 April 2024)

Laura McCoy

Emma Murphy

Emilie Pearson  
(appointed at AGM 18 April 2024)

Glenn Roadley (Editor)  
(appointed Editor at AGM 18 April 2024)

## **Structure & Governance:**

NatSCA is a Charitable Incorporated Organisation run by elected volunteer trustees from its membership. NatSCA is managed according to a Constitution of a Charitable Incorporated Organisation with voting members other than its charity trustees. This states that NatSCA must have a minimum of nine and maximum of 15 trustees. Named trustee roles to ensure key functions operate are Chair or Co-Chair, Secretary, Membership Secretary, Treasurer, Editor. Ordinary member trustees support NatSCA's delivery of training, conference, social media and online blog, website, advocacy, conservation, awards, and bursaries.

At every AGM one-third (or number nearest to one-third if not a multiple of three) of the trustees retire by rotation according to those who have been longest in office. Vacancies are advertised to the membership and wider NatSCA community through our website, email lists and social media channels, and filled by decision of the members at the AGM.

## **Annual Activities and Objectives:**

NatSCA supports natural science collections and the people who work with them, to improve care, access, and enjoyment for all. We are UK-based but welcome international members and users. NatSCA's objectives are to:

1. to advance the education of the public in the care and use of natural sciences collections and specimens.
2. to promote for the benefit of the public the highest standards in the preparation, care, conservation, management, interpretation and research of natural sciences collections and specimens.
3. for the benefit of the public to promote the science of natural sciences collections conservation and curation.

These are achieved through a combination of; training workshops, seminars & conferences; peer-reviewed journal; networking opportunities; website & sector resources; member bursaries; member project grants; advocacy.

## **NatSCA's achievements and performance 1 February 2024 to 31 January 2025:**

The following report is compiled from an extract of the Annual General Meeting (AGM) of the Natural Sciences Collections Association (NatSCA) held on 8 May 2025 and additional commentary, where relevant. At the AGM the trustee annual reports detailing what has been achieved by NatSCA for public benefit were presented to our members. Minutes and annual reports from NatSCA's AGMs are also published in print and online in our Journal of Natural Science Collections. The Annual Accounts included below in the Treasurer's report and were approved for signature at the AGM.

## Secretary's Report: Yvette Harvey

Ten Zoom committee meetings and one hybrid Away Day (October) have been held between February 2024 and January 2025. With the exception of August 2024, all meetings had 11 or more trustees present and lasted c. 1 hr 30 mins. The typed minutes were prepared and distributed amongst the Trustees via a shared Google Drive.

	ii. 2024	iii. 2024	iv. 2024	v. 2024	vii. 2024	viii. 2024	ix. 2024	x. 2024	xii. 2024	i. 2025
<b>Jack Ashby</b>	Y		Y	Y		Y	Y	Y		Y
<b>Eimear Ashe</b>	Y	Y	Y	Y			Y	Y	Y	Y
<b>Clare Booth-Downs</b>					Y	Y	Y			
<b>Clare Brown</b>	Y	Y	Y	Y	Y	Y		Y	Y	Y
<b>Belle Buchanan-Smith</b>	Y	Y		Y	Y	Y	Y	Y	Y	Y
<b>Tannis Davidson</b>	Y	Y	Y	Y	Y		Y	Y	Y	
<b>Patti Wood Finkle</b>	Y	Y	Y	Y	Y	Y	Y		Y	Y
<b>Jan Freedman</b>	Y									
<b>Jennifer Gallichan</b>	Y	Y	Y	Y	Y	Y	Y		Y	Y
<b>Amy Geraghty</b>	Y	Y								
<b>Isla Gladstone</b>	Y		Y	Y	Y		Y	Y	Y	Y
<b>Yvette Harvey</b>	Y	Y	Y		Y	Y	Y	Y	Y	Y
<b>Natalie Jones</b>				Y	Y	Y	Y	Y	Y	Y
<b>Laura McCoy</b>	Y	Y	Y	Y	Y	Y	Y	Y		Y
<b>Emma Murphy</b>		Y	Y	Y			Y	Y	Y	Y
<b>Emilie Pearson</b>				Y	Y					
<b>Glenn Roadley</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>Total No. present</b>	13	11	11	13	12	10	13	11	11	12

Minute taking was shared between Yvette Harvey and Eimear Ashe, the former is very grateful to the latter for stepping in and helping.

## Treasurer's Report: Belle Buchanan-Smith

### Detailed Income & Expenditure with variance to prior year

	FY2023/24	FY2024/25		
	12m to 31-01-2024	12m to 31-01-2025	Variance	Percentage change
<b>Income</b>	<b>£22,105</b>	<b>£20,802</b>	<b>-£1,303</b>	<b>-6%</b>
Donations	£5	£29	£24	486%
Publications	£6	£64	£58	966%
Institutional Subscriptions - Current Year	£1,992	£1,880	-£112	-6%
Institutional Subscriptions - Next Year	£80	£40	-£40	-50%
Personal Subscriptions - Current Year	£4,115	£3,865	-£250	-6%
Personal Subscriptions - Next Year	£20	£130	£110	550%
Conference Income - Attendees	£14,585	£13,334	-£1,251	-9%
Conference Income - Trade Stands	£650	£1,050	£400	62%
Conference Income - Prior Year	£0	£190	£190	
Workshop Income	£652	£220	-£432	-66%
<b>Cost of Charitable Activity</b>	<b>£14,708</b>	<b>£12,332</b>	<b>-£2,376</b>	<b>-16%</b>
Publications and Postage	£2,466	£1,505	-£961	-39%
Conference Costs	£1,028	£1,429	£401	39%
Conference Catering	£6,844	£7,486	£642	9%
Conference Speakers Fees	£1,368	£589	-£779	-57%
Workshop Costs	£286	£36	-£250	-87%
Bill Pettit Fund	£2,100	£0	-£2,100	-100%
Bursaries - Conference	£616	£1,287	£671	109%
Bursaries - Workshops	£0	£0	£0	
<b>Administration Expenses</b>	<b>£2,587</b>	<b>£1,641</b>	<b>-£946</b>	<b>-37%</b>
Web Hosting & Domain	£180	£240	£60	33%
Software & Website	£287	£299	£12	4%
Website Development	£0	£0	£0	
Postage	£0	£19	£19	
Data Protection	£35	£35	£0	0%
Bank/Finance Charges	£128	£122	-£6	-4%
Committee Travel & Subsistence	£1,957	£926	-£1,031	-53%
<b>Surplus/(Deficit)</b>	<b>£4,810</b>	<b>£6,829</b>	<b>£2,019</b>	<b>42%</b>
Reserves brought forward:	£47,785	£52,596	£4,811	
<b>Reserves carried forward:</b>	<b>£52,595</b>	<b>£59,425</b>	<b>£6,830</b>	

### Commentary on the Financial Year:

NatSCA has made a £6,829 surplus this financial year (FY23/24: £4,810), increasing our reserves to £59,425. Income reduced by 6%-7% across both the conference and memberships. However this has been offset by reduced spend in the year; with no new Bill Petit awards paid out and lower committee travel & subsistence.

The outturn for the conference can be seen below with a reduced surplus compared to the prior year. This is a deliberate result of maintaining the pricing at FY2023/24 levels and increasing bursaries offered. The same price is being held for the current year, to maintain attendance and enabled by the surpluses in prior years.

Adjusted Conference Outturn	FY2023/24	FY2024/25	Variance	Percentage change
Income	£15,235	£14,574		
<i>Late income</i>	<i>£190</i>	<i>-£190</i>		
<b>TOTAL INCOME</b>	<b>£15,425</b>	<b>£14,384</b>	<b>-£1,041</b>	<b>-7%</b>
Costs	£9,240	£9,504		
Bursaries	£616	£1,287		
<i>Deposit for 2025 conference</i>	<i>£0</i>	<i>-£350</i>		0%
<b>TOTAL FORECAST COSTS</b>	<b>£9,856</b>	<b>£10,441</b>	<b>£585</b>	<b>6%</b>
<b>Net Surplus from Conference</b>	<b>£5,569</b>	<b>£3,943</b>	<b>-£1,626</b>	<b>-29%</b>

The adjusted surplus and reserves position shown below accounts for timing of payments made around the end of the financial year. This results in a net reduction in the surplus due to the Journal publication paid shortly after the end of the year.

<b>Cash at Bank</b>		
b/f Natwest	£47,785	£52,596
b/f PayPal	£0	£0
<b>b/f Total</b>	<b>£47,785</b>	<b>£52,596</b>
c/f NatWest	£52,596	£58,581
c/f PayPal	£0	£844
<b>c/f Total</b>	<b>£52,596</b>	<b>£59,425</b>
<b>Cash Surplus/(Deficit)</b>	<b>£4,811</b>	<b>£6,829</b>
<b>Prepayments or Accrued Income:</b>		
Conference 2025 deposit paid in advance		£350
Conference Income received in arrears	£190	
<b>Accruals or deferred income:</b>		
Journal publication paid in arrears	-£1,470	-£2,870
Memberships paid in advance	-£100	-£170
<b>Adjusted Surplus/(Deficit)</b>	<b>£3,431</b>	<b>£4,139</b>
<b>Adjusted Reserves Position</b>	<b>£51,217</b>	<b>£56,735</b>

**Reserves Policy:**

The trustees have reviewed the level of reserves required, based on spending commitments and timings, and consider that reserves in the region of £20,000-£25,000 would be sufficient to ensure a secure basis for the continued operation of the charity and delivery of objectives.

Current reserve levels are more than twice this amount and the trustees are working on plans to utilise excess funds to the benefit of members and the wider Natural Sciences Collections community. Initial plans over the next 3 years include:

- Improvement of the online offering via updates to the NatSCA website and resources
- Increasing training and workshops, based on member feedback
- Offering additional bursaries to assist with the cost-of-living crisis, and low training budgets
- Commissioning a research piece to assist with advocacy in the sector to help demonstrate the value of our collections.

The trustees will review reserve levels a minimum of 6 monthly, to monitor available budget for opportunities for additional areas of work, member and public support, and advocacy.

The Bill Petit Award was also re-launched this year with 3 successful projects awarded a total of £6,500 due to be paid out in FY25/26.

**Annual Accounts**

The following accounts were presented and approved for signature by the members at the AGM.





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name			No (if any):		<b>CC16a</b>
Natural Sciences Collections Association (NatSCA)			1186918		
<b>Receipts and payments accounts</b>					
For the period from	Period start date	To	Period end date		
	01/02/2024		31/01/2025		

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Institutional Subscriptions	1,920	-	-	1,920	2,052
Personal Subscriptions	3,995	-	-	3,995	4,155
Workshops	220	-	-	220	652
Conferences	14,574	-	-	14,574	15,235
Donations	29	-	-	29	5
Publications	64	-	-	64	6
<b>Sub total (Gross income for AR)</b>	<b>20,802</b>	<b>-</b>	<b>-</b>	<b>20,802</b>	<b>22,105</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>20,802</b>	<b>-</b>	<b>-</b>	<b>20,802</b>	<b>22,105</b>
<b>A3 Payments</b>					
Running costs	1,641	-	-	1,641	2,587
Workshops	36	-	-	36	286
Conference	9,504	-	-	9,504	9,239
Publications & Information Provision	1,505	-	-	1,505	2,466
Charitable Activities : Bill Petit Grants	-	-	-	-	2,100
Charitable Activities : Bursaries	1,287	-	-	1,287	616
<b>Sub total</b>	<b>13,973</b>	<b>-</b>	<b>-</b>	<b>13,973</b>	<b>17,294</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>13,973</b>	<b>-</b>	<b>-</b>	<b>13,973</b>	<b>17,294</b>
<b>Net of receipts/(payments)</b>	<b>6,829</b>	<b>-</b>	<b>-</b>	<b>6,829</b>	<b>4,811</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	52,596	-	-	52,596	47,785
	59,425	-	-	59,425	52,596

## Section B Statement of assets and liabilities at the end of the period

Categories		Unrestricted funds	Restricted funds	Endowment funds
	Details	to nearest £	to nearest £	to nearest £
<b>B1 Cash funds</b>	NatWest Current Account	58,581	-	-
	PayPal Account	844	-	-
		-	-	-
	<b>Total cash funds</b>	<b>59,425</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))		OK	OK	OK
		<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>
	Details	to nearest £	to nearest £	to nearest £
<b>B2 Other monetary assets</b>	Deposit for 2025 Conference	350	-	-
		-	-	-
	Details	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B3 Investment assets</b>			-	-
			-	-
	Details	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
	Details	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
<b>B5 Liabilities</b>	Advanced Memberships	Unrestricted	170	01 Feb 2025
	Journal Publication	Unrestricted	2,870	21 Feb 2025
	Bill Petit Awards 2025	Unrestricted	6,500	31 Jan 2026
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
		Isla Gladstone		08/05/2025
		Yvette Harvey		08/05/2025

## Membership Secretary's Report: Clare Brown

For 2024 the membership statistics are as follows:

- 265 members (59 institutional, 206 personal).
- This is 13 fewer members than 2023-24 (16 fewer individuals and 3 more institutions).
- Around 75% of our membership is UK based, we also have members in 19 other countries.
- 103 members chose to receive a hardcopy of the journal.
- In addition there were 13 free/complimentary mailings of the journal either for legal/copyright reasons or networking ( British Library LDO, British Library CRO, GCG, Smithsonian Institute Library Gift and Exchanges, ACE, SPNHC, MA, Zoological Record, plus five copies to Agency for the Legal Deposit Libraries).

Membership numbers have dropped very slightly from 2023. However, this was not by a great deal and so the decline in membership numbers is following its year-on-year trend of slowing down. Membership rates usually increase with our offer of training events and in-person conferences and so our plans for these in 2025-26 should help with our numbers. Uptake of the hardcopy of the journal is stable, with most people choosing to look at it online.

I would like to thank everyone who has supported me with the membership work over the last year, Belle Buchanan-Smith, Eimear Ashe and Justine Aw in particular.

### **Editor's Report: Glenn Roadley**

Following the 2024 NatSCA AGM and my election to the role of Editor, a meeting was held between myself and former Editor Jan Freedman to hand-over the role. Jan kindly offered advice and encouragement, and will continue to offer support going forward as part of the Editorial Board.

Jan also set up introductions with the Editorial Board, who generously volunteer their time to find peer reviewers for each submitted paper.

We had nine submissions for Volume 13, with eight being published in the Journal of Natural Science Collections and one published in NatSCA Notes and Comments.

Volume 13 of the NatSCA Journal was published (initially online) on January 16<sup>th</sup> 2025, achieving the planned January release window. Many thanks to Justine Aw for her assistance in getting the Journal online, and to Clare Brown and Belle Buchanan-Smith for their role in facilitating the printing and posting of physical copies to members.

As preparing the Journal for publication in time for January has always been a challenge, the deadline for submissions for Volume 14 has been brought forward from July 31<sup>st</sup> to June 30<sup>th</sup> 2025.

## Co-Chairs' Report: Jen Gallichan and Isla Gladstone

There have been many positives for NatSCA in 2024. We have sustained a successful programme of events and publications, and are helping advocate for future opportunities for UK natural sciences collections in the DiSSCo UK initiative. In an environment of continued financial and workplace pressures for the sector, we have been able to support the community through opportunities for connection and knowledge sharing using our platforms. We have provided financial support by subsidising costs, providing increased bursaries and reviving our small grant funding stream (Bill Pettit).

NatSCA's 2024 **conference** '*Trials and Triumphs: sharing practice across the museum sectors*' aimed to celebrate triumphs and amplify success in museums, but also share pitfalls and lessons learned. The conference was generously hosted by the Oxford University Museum of Natural History on 18th and 19th April. We also continued to offer the option to attend online thanks to the hard work of Glenn Roadley and Justine Aw, which has been welcomed for accessibility. Conference lead Patti Wood Finkle reports that the conference featured 10 lightning talks, 15 full length talks, and a discussion panel. There were 96 attendees on Thursday, 89 on Friday, and six online. The Oxford team hosted 15 store and exhibit tours for participants. Evaluation compiled by Jack Ashby showed the conference highly met attendee expectations. 29% of survey respondents had not attended a NatSCA conference before.

Planning for 2025's conference started in summer 2024. Titled: "*Making a Difference: Showing the Positive Impact of Natural History Collections*" and to be hosted at The Manchester Museum, University of Manchester, as well as online.

**Training** lead Laura McCoy reports that online training event "*An Introduction to Natural Science Collections Georeferencing*" was delivered on 22<sup>nd</sup> November 2024 in partnership with DiSSCo UK. The training was presented by Krisztina Lohonya, Malcolm Penn and Hillery Warner of the Natural History Museum London. An introduction to the subject, plus discussions around data accuracy and management helped attendees get to grips with the subject ahead of DiSSCo working with partners across the UK. It was well received, with 82 of the 95 tickets reserved and NatSCA getting good feedback. The training was free for members and £10 for non-members.

In person training was also developed for "*A Practical Introduction to Museum Disaster Management*". This was one of the most-requested topics in a survey to members to understand priorities for training. The training will be delivered early in NatSCA's 2025 year, on 7th February at RHS Wisley, by Jane Thompson-Webb, Head of Conservation for Birmingham Museums Trust and who Chairs Icon's Care of Collections Group. Ticket costs will be subsidised approximately 50% by NatSCA.

Our Lunchtime Chats have continued, with topics ranging from advocacy for Earth Science collections, to the importance of pathology in natural history collections. Following a complaint about one talk this year the NatSCA committee have improved our Code of Conduct procedures for speakers. It is becoming more difficult to find speakers for Lunchtime Chats. Please do speak to our training team Laura McCoy or Emma Murphy: [training@natsca.org](mailto:training@natsca.org) if you would like to talk about a training topic or delivering a Lunchtime Chat.

**Blog** Editor Jen Gallichan reports that it has been another good year for the blog. Visits and views to the page are consistently attracting over 2000 views a month (an average of 70 views per day) and it seems we have a loyal and interested readership. The numbers of subscribers and readers engaging with the articles is not increasing dramatically but at a slow and steady rate. We continue to attract the highest number of visitors from the USA and UK. It is a positive sign to see that we continue to attract a lot of visitors from as far away as India, Canada and Australia. Over 42 blogs were posted throughout the year covering a range of topics from collections moves, public engagement projects, engaging collections with the climate crisis, conservation, and exhibitions. The blog is very much driven by what our readers choose to submit and share with us, and this model has so far been very successful and led to a great diversity of articles. Looking forward, it would be good to build on this, and to investigate how we can better use the blog to signpost our readers to references and training materials, and to consider a series of guest posts contributing on specific topics.

NatSCA **Website** lead Glenn Roadley reports that website traffic once again peaked around late April, coinciding with the NatSCA 2024 conference. The conference also resulted in two top ranking pages – the original conference page for delegate information and registration, and the subsequent resources page containing recordings of the conference presentations. Website updates have continued to include sector job vacancies, updates to committee member profiles and the addition of the 2024 conference material.

NatSCA's current website has been in use for over 10 years. It lacks many quality-of-life and accessibility features of more modern websites, particularly the ability to respond to a user's screen size – changing shape to ease navigation on tablet or mobile. Its content has also grown substantially over that time, with several areas now requiring consolidation and updating. Furthermore, the NatSCA blog website is a different site entirely, detached from the main site. As such, development has started on a new website, which aims to migrate all existing features and content of the current site, whilst also integrating the blog posts and providing a more modern browsing experience. The design of the website is complete and all content has been migrated with the exception of blog posts and publications. Due to Glenn's reduced capacity following election to the role of Journal Editor, it has been identified as a priority to fund external assistance to complete this work.

**Bill Pettit** co-ordinator Tannis Davidson shares that NatSCA was delighted to be able to support three natural science collections projects for a record total of £6500 in 2024-25, marking the return of the award following a hiatus since 2022. The projects that support collections care, access and engagement are 'Bugs in Our Drawers – Securing the National Entomology Collections of the Isle of Man', 'Collections Move Project at Southend Museum', and the Kaupii footprint trace fossil footprint case in Lymm.

Thank you to all who applied for the Bill Pettit award this year. The quality of applications was extremely high. The three projects receiving funding were all outstanding in terms of their plans to provide collections care and conservation and improve accessibility of collections to visitors and researchers.

Work on these projects are underway, and we look forward to hearing more about them upon completion in the NatSCA blog or Journal of Natural Science Collections.

It remains a difficult time financially for many individuals and organisations. NatSCA has significantly increased our bursary offer both in terms of number of bursaries and total amount offered to support members to attend our events. We have also subsidised conference and training costs, and re-launched our small grants programme the Bill Pettit Award. We are also able to write letters of advocacy for specific **collections at risk** and **funding bids**, please contact: [chair@natsca.org](mailto:chair@natsca.org). Through platforms such as our conference, we will continue to platform best practice that helps to sustain collections, and offer opportunities for connecting with colleagues for mutual support.

In terms of **national network projects**, NatSCA has continued to support work to develop a national digital research infrastructure for natural science collections called DiSSCo UK (Distributed System of Scientific Collections UK). We hope to support participation and benefit for small to large collections across the UK. We have also represented NatSCA with the Museums Association, as well as continuing to connect with UK Subject Specialist Networks including the Geological Collections Group and Insect Collection Managers Group.

## Election of NatSCA trustees

Trustees form a steering committee with obligations to ensure NatSCA meets our mission, ensure good governance and conform to Charity Commission regulations.

Below are the nominees for NatSCA trustee positions standing for election at this AGM. The Membership Secretary has confirmed that those proposed, those proposing and those seconding are all current personal members of NatSCA. No term will exceed three years without re-election.

Below are the nominated candidates standing for **Ordinary Member** positions on the committee:

Nominee	Position	Proposed	Seconded
Jack Ashby	Ordinary Member	Erica McAlister	Hannah Cornish
Isla Gladstone	Ordinary Member	Jennifer Gallichan	Holly Morgenroth
Laura McCoy	Ordinary Member	Jack Ashby	Patti Wood Finkle
Eimear Ashe	Ordinary Member	Patti Wood Finkle	Yvette Harvey
Emma Murphy	Ordinary Member	Jamie Maxwell	Paolo Viscardi
Efstratia Verveniotou	Ordinary Member	Yvette Harvey	Lu Allington-Jones

There are six vacancies for Ordinary Members and six nominees.

Below is the nominated candidate for **Co-Chair**:

Nominee	Position	Proposed	Seconded
Tannis Davidson	Co-Chair	Isla Gladstone	Jen Gallichan

There is one vacancy for Co-Chair and one nominee.

**Proposal:** We propose one 'en bloc' vote for all remaining nominees (six nominees for Ordinary Member, one nominee for Co-Chair).

***All proposals were passed with the required 50% at the AGM; Tannis Davidson was duly appointed as Co-Chair and the six ordinary members as listed above were agreed for appointment or re-appointment.***

## **Vote of thanks**

NatSCA would like to thank everyone who has been involved in delivering our activities in 2024. This includes all those who have contributed Lunchtime Chats, training and conference talks, blogs, articles, applications, questions, expertise, support and more.

We would like to thank NatSCA's trustees for all of their hard work on key activities and for contributing to the overall running of NatSCA. All of our trustees are invaluable to the delivery of our activities, supporting named leads in their roles.

In 2024 we welcomed new trustees Natalie Jones and Emilie Pearson. In 2025 we would like to thank Clare Booth Downs, who is stepping down from committee but will be continuing to support NatSCA in a volunteer capacity.

We also thank Justine Aw for highly valued external technical support.

Jen Gallichan and the trustees would like to pass on heartfelt thanks to the great group of volunteers who compile our monthly Digital Digest including Olivia Beavers and Milo Philipps, and Ellie Clark. They continue to regularly contribute to the monthly newsletter, which has been a great way of signposting the community to events, jobs and training opportunities.

Many thanks to our Journal Editorial Board, Paolo Viscardi, Bethany Palumbo, Verity Burke, Emilie Pearson, Lisa Winters and Jan Freedman, whose assistance in managing the peer review process is indispensable, and to our anonymous reviewers who have worked hard to ensure the Journal is of a high academic standard. Particular thanks for Jan Freedman's supportive handover as out-going Editor, and to Lisa Winters, who will be stepping down from the Editorial Board this year.

The NatSCA committee would like to extend special thanks to Isla Gladstone who is stepping down as Co-chair this year. Isla has been a fantastic Chair, successfully steering us through the Covid years and the change to a CIO. She is thankfully returning to committee as an Ordinary member and will continue to provide her much appreciated advice, support and experience.

NatSCA's strength is in being community-led, and we value your contributions towards this past and future. Please do get in touch if you are interested in volunteering for NatSCA or in how our committee works: [chair@natsca.org](mailto:chair@natsca.org).

**NATURAL SCIENCES COLLECTIONS ASSOCIATION**

England & Wales - Charity number 1186918

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# Accounts

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**Annual Return to the Charities Commission -  
Trustees' Annual Report and Accounts  
For the Year Ending 31 January 2024**



**Charitable Incorporated Organisation Name:**

Natural Sciences Collections Association (NatSCA)

**Registration Number:**

1186918

**Address:**

c/o Yvette Harvey, NatSCA Secretary

Royal Horticultural Society

RHS Garden Wisley

Woking, Surrey

GU23 6QB

**Trustees in post for the period 1 February 2023 to 31 January 2024:**

Jack Ashby  
(re-appointed at AGM 27 April 2023)

Eimear Ashe  
(appointed at AGM 27 April 2023)

Clare Booth-Downs  
(appointed at AGM 27 April 2023)

Clare Brown

Belle Buchanan-Smith  
(ratified at AGM 27 April 2023)

Tannis Davidson

Patti Wood Finkle

Jan Freedman

Jen Gallichan  
(re-appointed Co-Chair at AGM 27 April 2023)

David Gelsthorpe  
(retired at AGM 27 April 2023)

Amy Geraghty

Isla Gladstone  
(re-appointed Co-Chair at AGM 27 April 2023)

Yvette Harvey  
(re-appointed at AGM 27 April 2023)

Lucie Mascord  
(retired at AGM 27 April 2023)

Laura McCoy  
(re-appointed at AGM 27 April 2023)

Emma Murphy  
(appointed at AGM 27 April 2023)

Glenn Roadley  
(re-appointed at AGM 27 April 2023)

Laura Soul  
(retired at AGM 27 April 2023)

### **Structure & Governance:**

NatSCA is a Charitable Incorporated Organisation run by elected volunteer trustees from its membership. NatSCA is managed according to a Constitution of a Charitable Incorporated Organisation with voting members other than its charity trustees. This states that NatSCA must have a minimum of nine and maximum of 15 trustees. Named trustee roles to ensure key functions operate are Chair or Co-Chair, Secretary, Membership Secretary, Treasurer, Editor. Ordinary member trustees support NatSCA's delivery of training, conference, social media and online blog, website, advocacy, conservation, awards, and bursaries.

At every AGM one-third (or number nearest to one-third if not a multiple of three) of the trustees retire by rotation according to those who have been longest in office. Vacancies are advertised to the membership and wider NatSCA community through our website, email lists and social media channels, and filled by decision of the members at the AGM.

### **Annual Activities and Objectives:**

NatSCA supports natural science collections and the people who work with them, to improve care, access, and enjoyment for all. We are UK-based but welcome international members and users.

NatSCA's objectives are to:

- (1) to advance the education of the public in the care and use of natural sciences collections and specimens.
- (2) to promote for the benefit of the public the highest standards in the preparation, care, conservation, management, interpretation and research of natural sciences collections and specimens.
- (3) For the benefit of the public to promote the science of natural sciences collections conservation and curation.

These are achieved through a combination of; training workshops, seminars & conferences; peer-reviewed journal; networking opportunities; website & sector resources; member bursaries; member project grants; advocacy.

### **NatSCA's achievements and performance 1 February 2023 to 31 January 2024:**

The following report is compiled from an extract of the Annual General Meeting of the Natural Sciences Collections Association (NatSCA) held on 18 April 2024 and additional commentary, where relevant. At the AGM the trustee annual reports detailing what has been achieved by NatSCA for public benefit were presented to our members. Minutes and annual reports from NatSCA's AGMs are also published in print and online in our Journal of Natural Science Collections.

The **Annual Accounts** included below in the Treasurer's report and were approved for signature at the AGM.

## Secretary's Report: Yvette Harvey

Nine Zoom committee meetings and one hybrid Away Day (October) have been held between February 2023 and January 2024. With the exception of January 2024, all meetings had over 10 trustees present and lasted c. 1 hr 30 mins. The typed minutes were prepared and distributed amongst the Trustees.

	ii.2023	iii.2023	iv.2023	v.2023	vi.2023	vii.2023	ix.2023	xi.2023	i.2024
<b>Jack Ashby</b>		Y	Y	Y	Y		Y	Y	Y
<b>Eimear Ashe</b>				Y	Y	Y	Y	Y	Y
<b>Clare Booth-Downs</b>				Y	Y	Y		Y	
<b>Clare Brown</b>	Y		Y	Y		Y	Y		
<b>Belle Buchanan-Smith</b>	Y	Y		Y		Y	Y	Y	
<b>Tannis Davidson</b>		Y	Y	Y	Y	Y		Y	
<b>Patti Wood Finkle</b>	Y		Y		Y	Y	Y		Y
<b>Jan Freedman</b>	Y	Y			Y				Y
<b>Jennifer Gallichan</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>David Gelsthorpe</b>	Y		Y						
<b>Amy Geraghty</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>Isla Gladstone</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>Yvette Harvey</b>	Y	Y	Y	Y	Y			Y	Y
<b>Lucie Mascord</b>	Y								
<b>Laura McCoy</b>	Y	Y	Y	Y	Y	Y	Y	Y	
<b>Emma Murphy</b>				Y	Y	Y	Y		Y
<b>Glenn Roadley</b>	Y	Y	Y			Y	Y	Y	
<b>Laura Soul</b>	Y	Y	Y						
<b>Total No. present</b>	<b>13</b>	<b>11</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>11</b>	<b>11</b>	<b>9</b>

Minute taking was shared between Yvette Harvey and Eimear Ashe, the former is very grateful to the latter for stepping in and helping.

## Treasurer's Report: Belle Buchanan-Smith

Accounts Summary 01Feb2023 - 31Jan2024							
Income		2023-24	2022-23	Expenditure		2023-24	2022-23
<b>Institutional Subscriptions</b>				<b>Running costs</b>			
Previous Years	£ -		£ -	Committee Expenses	£ (1,957)		£ (333)
Current Year (bank)	£ 1,972		£ 1,880	Website, Zoom etc	£ (467)		£ (815)
Future Years	£ 80		£ 40	Postage	£ -		£ -
	<b>£ 2,052</b>		<b>£ 1,920</b>	Payment Fees	£ (128)		£ (141)
<b>Personal Subscriptions</b>				Data Protection	£ (35)		£ (35)
Previous Years	£ -		£ 20		<b>£ (2,587)</b>		<b>£ (1,324)</b>
Current Year	£ 4,135		£ 4,475	<b>Workshops</b>			
Wrong amount	£ -		£ -	Catering etc.	£ (286)		£ -
Future Years	£ 20		£ 150		<b>£ (286)</b>		£ -
	<b>£ 4,155</b>		<b>£ 4,645</b>	<b>Conference</b>			
<b>Workshop Income</b>				2023: So how do we actually do all this?	£ (9,239)		£ -
Mobilising Biodiversity Data	£ 409		£ -	2022: SPNHC	£ -		£ (53)
Natural Science Legislation	£ 243		£ -		<b>£ (9,239)</b>		<b>£ (53)</b>
	<b>£ 652</b>		<b>£ -</b>	<b>Publications &amp; Information Provision</b>			
<b>Conference Income</b>				2021 Journal print & postage	£ -		£ (2,174)
2023: So how do we actually do all this?	£ 15,235		£ -	2022 Journal print & postage	£ (2,466)		£ -
	<b>£ 15,235</b>		<b>£ -</b>		<b>£ (2,466)</b>		<b>£ (2,174)</b>
<b>Donations</b>				<b>Charitable</b>			
Donations	£ 5		£ -	Bill Pettit Fund	£ (2,100)		£ (2,528)
	<b>£ 5</b>		<b>£ -</b>	Bursaries	£ (616)		£ (1,504)
<b>Other</b>				Sector support	£ -		£ -
Misc.	£ -		£ -		<b>£ (2,716)</b>		<b>£ (4,032)</b>
Publications	£ 6		£ 12	<b>Other</b>			
Bank interest	£ -		£ -	Misc.	£ -		£ -
	<b>£ 6</b>		<b>£ 12</b>		<b>£ -</b>		<b>£ -</b>
<b>TOTAL INCOME</b>	<b>£ 22,105</b>		<b>£ 6,577</b>	<b>TOTAL EXPENDITURE</b>	<b>£ (17,294)</b>		<b>£ (7,583)</b>
						<b>2023-24</b>	<b>2022-23</b>
<b>Cash Surplus / (Deficit) for the Year</b>						<b>£ 4,811</b>	<b>£ (1,006)</b>

### Commentary on the Financial Year:

2023/24 has seen a small decline in subscription income overall, which has been offset by income from workshops.

In April 2023 the first full conference since 2019 took place, with both online and in person delegates. High attendance has led to a healthy surplus for the year. Bursaries were offered for the conference, however uptake was lower than in previous financial year.

No new Bill Petit Grants have been committed to this year; the amount paid out relates to a grant approved in 2020.

Running costs are returning to pre-Covid levels with the largest increase in committee expenses as a result of the full 2 day planning away day.

Cash Flow Statement				OUTSTANDING EXPENDITURE		
01.02.2023	Current a/c	£ 47,785		2023 Journal Estimate	£ 2,500	
	Paypal a/c					
			£ 47,785			£2,500
31.01.2024	Current a/c	£ 52,596		<b>EXPECTED INCOME</b>		
	Paypal a/c					
			£ 52,596			
Balance Including Liabilities			£ 50,096			£ -
Adjusted Surplus/(Deficit)			£ 2,311	Adjusted balance 31.01.2024		£ 50,096

### Reserve Policy:

NatSCA has been cautious in use of reserves over the past 2 years, during and following the COVID-19 pandemic. Prior to this period the CIO general reserves were increasing year on year, largely due to consistent membership levels and good turnout at the annual conference. The trustees have reviewed the level of reserves required, based on spending commitments and timings, and consider that reserves in the region of £20,000 would be sufficient to ensure a secure basis for the continued operation of the charity and delivery of objectives.

Current reserve levels are more than twice this level and the trustees are working on plans to utilise excess funds to the benefit of members and the wider Natural Sciences Collections community. Initial plans over the next 3 years include:

- (a) Improvement of the online offering via the NatSCA website and resources.
- (b) Increasing training and workshops to pre-pandemic levels or above.
- (c) Offering additional support in the form of bursaries and subsidised attendance fees to assist with the cost-of-living crisis, and low training budgets.

The trustees will review reserve levels a minimum of 6 monthly, to monitor available budget for opportunities for additional areas of work, member and public support, and advocacy across the sector.

### Annual Accounts

The following accounts were presented and approved for signature by the members at the AGM.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name:			No:		CC16a
Natural Sciences Collections Association (NatSCA)			1186918		
Receipts and payments accounts					
For the period from	Period start date	To	Period end date		
	01/02/2023		31/01/2024		



### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Institutional Subscriptions	2,052	-	-	2,052	1,920
Personal Subscriptions	4,155	-	-	4,155	4,645
Workshops	652	-	-	652	-
Conferences	15,235	-	-	15,235	-
Donations	5	-	-	5	-
Publications	6	-	-	6	12
Bank Interest	-	-	-	-	-
<b>Sub total(Gross income for AR)</b>	<b>22,105</b>	<b>-</b>	<b>-</b>	<b>22,105</b>	<b>6,577</b>
<b>A2 Asset and investment sales</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>22,105</b>	<b>-</b>	<b>-</b>	<b>22,105</b>	<b>6,577</b>
<b>A3 Payments</b>					
Running costs	2,587	-	-	2,587	1,324
Workshops	286	-	-	286	-
Conference	9,239	-	-	9,239	53
Publications & Information Provision	2,466	-	-	2,466	2,174
Charitable Activities : Bill Petit Grants	2,100	-	-	2,100	2,528
Charitable Activities : Bursaries	616	-	-	616	1,504
<b>Sub total</b>	<b>17,294</b>	<b>-</b>	<b>-</b>	<b>17,294</b>	<b>7,583</b>
<b>A4 Asset and investment purchases</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>17,294</b>	<b>-</b>	<b>-</b>	<b>17,294</b>	<b>7,583</b>
<b>Net of receipts/(payments)</b>	<b>4,811</b>	<b>-</b>	<b>-</b>	<b>4,811</b>	<b>- 1,006</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>47,785</b>	<b>-</b>	<b>-</b>	<b>47,785</b>	<b>48,791</b>
<b>Cash funds this year end</b>	<b>52,596</b>	<b>-</b>	<b>-</b>	<b>52,596</b>	<b>47,785</b>

**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	52,596	-	-
	PayPal	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>52,596</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))		OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Journal 2023	Unrestricted	2,500	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Jennifer Gallichan (Chair)	18 April 2024
	Annabelle Buchanan-Smith (Treasurer)	18 April 2024

## **Membership Secretary's Report: Clare Brown**

For 2023 the membership statistics are as follows:

- 278 members (56 institutional, 222 personal).
- This is 18 fewer members than 2022-23 (19 fewer individuals and 1 more institution).
- Around 75% of our membership is UK based, we also have members in 17 other countries.
- 103 members chose to receive a hardcopy of the journal.
- In addition there were 13 free/complimentary mailings of the journal either for legal/copyright reasons or networking ( British Library LDO, British Library CRO, GCG, Smithsonian Institute Library Gift and Exchanges, ACE, SPNHC, MA, Zoological Record, plus five copies to Agency for the Legal Deposit Libraries).

Membership numbers have dropped very slightly from 2022. However, this was not by a great deal and so the decline in membership numbers seems to be slowing down. Membership rates usually increase with our offer of training events and in-person conferences and so our plans for these in 2024-25 should help with our numbers. Uptake of the hardcopy of the journal is down again this year, with most people choosing to look at it online.

I would like to thank everyone who has supported me with the membership work over the last year, Belle Buchanan-Smith, Eimear Ashe, Glenn Roadley and Justine Aw in particular.

## **Editor's Report: Jan Freedman**

Volume 12 of the *Journal of Natural Science Collections* has been published both in print and online. Members who requested their hard copy will have received it in the post, and the password to access the online articles has been sent by our Membership Secretary. The first three articles are open access as they focus on decolonising work in the sector, and we want these to be accessible to everyone.

The latest Volume includes 10 articles covering decolonisation, community engagement, collections, and conservation. Articles written by international experts from around the world have made my final Volume an impressive one.

Thank you to the amazing Editorial Board, who work so hard behind the scenes to check articles and find reviewers: Paolo Viscardi, Verity Burke, Emilie Pearson, and Lisa Winters. They are patient, fantastic and dedicated, and without them this Volume would not be what it is. Thank you to all the anonymous reviewers, who ensure that each article is to the highest of standards. All the reviewers and the Editorial Board work in their own time to go through the articles in so much detail, and I am very grateful for all of their time they give to the Journal.

Volume 12 will be my last Volume as Editor for NatSCA. I have really enjoyed working for you all as the Editor for the Journal, and although it is an awful lot of work, I will genuinely miss it. The articles, the authors, the editorial board, the committee, the editing, the formatting: everything, I will miss.

Having worked as Editor since 2008, with a small hiatus, I began with *NatSCA News*, and transformed this into the *Journal of Natural Science Collections*. It has been something I have really enjoyed working on, and something I'm very proud of. I have really enjoyed meeting and working with so many different people along the way.

I will miss being a part of the NatSCA committee: those individuals who work relentlessly out of their working hours to do so much, from the blog to the organising of the conference – there are so many tasks that they all work on, most of which are not seen. One of the greatest things about the committee is their supportive, enthusiastic work ethic. I am proud that I was a small part of this great committee.

And a final thank you to *you*, the members. The workshops, the JISC Mail, the conferences, have all been full of new ideas, support, collaborations, and fun, because of *you*. This really is such a passionate group to be a part of. Sometimes being the only natural history curator in a smaller regional museum can feel as though there is no support, but being a part of NatSCA shows what an amazing community there is. An amazing community that cares for amazing collections.

#### **Co-Chairs' Report: Jen Gallichan and Isla Gladstone**

2023 marked the first year with NatSCA Co-chairs, with the position being divided into two to support capacity and shared leadership. It has been a positive year of transition and learning. NatSCA has worked hard to continue to grow and adapt our activity. We are mindful of difficult situations colleagues are facing globally and locally, and continue to focus on community, support and advocacy.

In April we held our first in-person NatSCA-led annual **conference** since 2019, at The Potteries Museum & Art Gallery in Stoke-on-Trent, Staffordshire. This was hybrid in format for both speakers and attendees, thanks to the hard work of Glenn Roadley and Justine Aw. Titled "*So how do we actually do all this? Hopeful futures and turning theory into practice for big issues in natural history collections*", conference lead Patti Wood Finkle reports that we had 26 presentations and introduced a new "keynote/grandees/discussion" format for the final session on the first day, which was well received. A conference survey compiled and circulated to the NatSCA committee by Jack Ashby showed overwhelmingly positive feedback. Attendees particularly valued: sessions presenting practical approaches as well as sessions on decolonisation; presentation formats including both lightning and longer talks; friendliness for new and seasoned attendees; the range of speakers and sizes of their institutions; the organisation of presentations was well thought out; opportunity for hybrid. The biggest complaints were the audio for virtual attendees on day 1 and the lack of biscuits for the in-person attendees.

Planning for 2024's conference started in summer 2023. Titled "*Trials and Triumphs: sharing practice across the museum sector*" and hosted at Oxford Museum of Natural History and online. By the end of the 2023 NatSCA year we had received 55 papers for 26 speaker slots, as well as organising tours, caterers and AGM.

**Training** lead Laura McCoy reports that NatSCA delivered two training events this year, one in person and one online, both of which were sold out. *“An Introduction to mobilising your collection’s biodiversity data”* was held in July. It was organised in partnership with the Natural History Museum London’s DiSSCo UK team as an in-person workshop with 10 participants. Attendees were taken through the steps required to digitise and share specimen occurrence data (‘what, where, when, who’), and understand some of the community standards used by the Global Biodiversity Information Facility (GBIF). A mixture of talks and exercises were provided to help people find achievable solutions and aid delegates make the case for future investment. Supplementary online seminars were also offered by the DiSSCo team to deliver more in-depth training and help answer any specific questions. *“An introduction to natural science collections legislation”* was held in November online. With six speakers and 96 attendees, subjects included: CITES relating to plants and animals, poisons in herbaria, loans (including shipping and packing), the Wildlife and Countryside Act 1981, Geological legislation considerations and the Human Tissue Act 2004 in relation to museum collections.

Monthly lunchtime chats have been consistently well attended and of the ten provided in 2023 we have had around 200 attendees cumulatively. Challenges sourcing speakers have been helped in 2024 through offering places to conference speakers who we were unfortunately unable to accommodate due to very high levels of speaker applications. Talks are recorded and the link sent out to members. Please do contact [training@natsca.org](mailto:training@natsca.org) if you would like to offer a training topic or Lunchtime Chat.

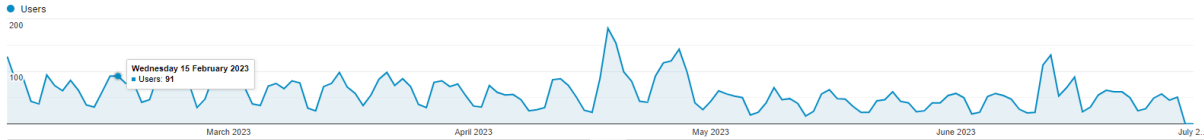
**Blog** Editor Jen Gallichan reports that visits and views of NatSCA’s blog pages are maintaining a steady level. We are consistently attracting between 1700 to over 2000 views a month, with an average of 55 to 75 views per day. We have been successful in attracting submissions from across the sector, including from those in receipt of NatSCA bursaries and through Jisc mail call outs. The highest number of visitors are still coming from the UK, but articles are getting more international coverage than ever before. We continue to attract visitors from the USA, Australia and parts of Europe and have had considerable increase in readers from Canada and India. Over 40 blogs were posted in 2023. Our most read blogs of all time focus on collections management and conservation including ‘how to’ blogs sharing best practice, as well as decolonial practices. Popular blogs this year include the NHM collections move update and Jazmine Miles-Long’s blog on taxidermy and death.

Top Posts
Private Bone Collections: The Good, The Bad and The Illegal
Giant Sequoia at The Natural History Museum
Freezing Specimens and how to Mitigate Freezer Burn
What is Taxidermy? An intimate relationship between death and maker.
How to do decolonial research in natural history museums
Resurrection 101
Preparing collections for a big move
Telling The Truth About Who Really Collected The ‘Hero Collections’
The Herbarium Handbook – Sharing best practice from across the globe
Deaccessioning of the non-Manx herbarium in the Natural History Collection, Manx Museum

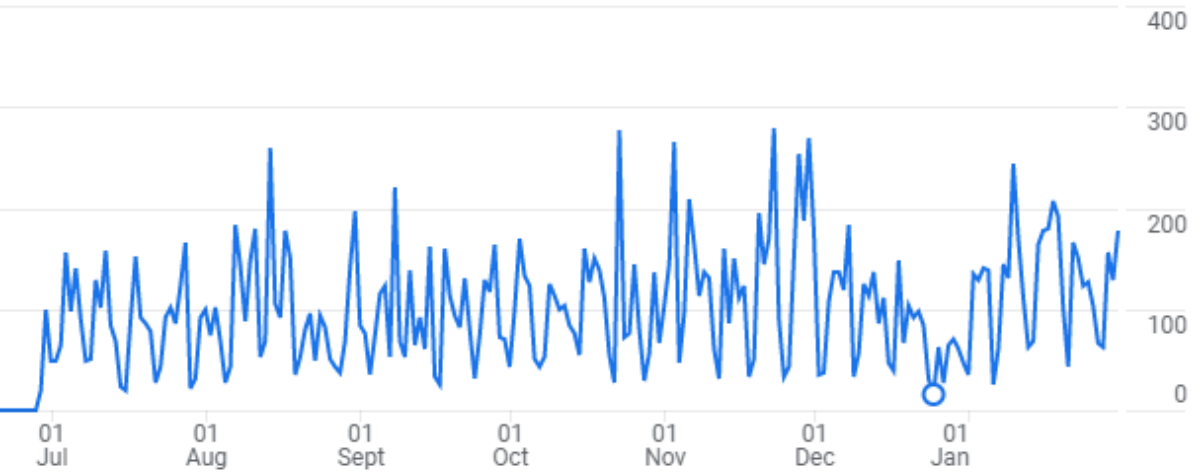
NatSCA **Website** lead Glenn Roadley reports that a forced switch in analytics platform mid way through 2023 means obtaining a complete picture of website traffic for the year is tricky. Website traffic peaked around late April, coinciding with the NatSCA 2023 conference, with some higher peaks also appearing later in the year. Overall we had 41,435 page views this year, down 12% on the same period last year but a smaller decrease than the one that brought us in line with pre-2020 levels last year. Monthly page view figures range from 2,600 to over 4,600.

**Users over time**

Feb – June 2023 (Pre-Google Analytics 4)



July – Jan 2024 (Google Analytics 4)



**Top Pages (GA4 data)**

Rank	Page	Page Views	Users	Avg. Time on Page (seconds)
1	Home	2,911	1,677	16
2	Jobs	1,798	6,33	35
3	Taxidermy	1,149	944	28
4	Journal	848	313	21
5	Nature Read in Black and White	809	574	16
6	Events and Workshops	798	451	20
7	Publications	517	301	38
8	Care and Conservation	516	292	26
9	Resources	439	284	16
10	Membership	429	292	42

Website updates have included: 36 sector job vacancies, committee member profiles and a consolidation of resources relating to Collections and the Law following 2023’s training event.

NatSCA’s current website has been in use for over 10 years. It lacks many quality-of-life and accessibility features of more modern websites, particularly the ability to respond to a user’s screen size – changing shape to ease navigation on tablet or mobile. Its content has also grown substantially over that time, with several areas now requiring consolidation and updating. Furthermore, the NatSCA blog website is a different site entirely, detached from the main site. As such development has started on a new website, which aims to migrate all existing features and content of the current site, while also integrating the blog posts and providing a more modern browsing experience. At time of writing, the design of the website is complete and all content has been migrated with the exception of blog posts and publications, which we aim to complete in the next few weeks. Once confirmed that the basic functionality of the website is in place and working as expected, a review of all content will take place, with the membership consulted on any changes they’d like to see. We aim to launch the new website after the NatSCA 2024 conference.

It remains a difficult time financially for many individuals and organisations. NatSCA has significantly increased our bursary offer both in terms of number of bursaries and total amount offered, to support members to attend our events. We are also able to write letters of advocacy for specific **collections at risk**, please contact: [chair@natsca.org](mailto:chair@natsca.org). Through platforms such as our conference, we will continue to platform best practice that helps to sustain collections, and offer opportunities for connecting with colleagues for mutual support.

In terms of **national network projects**, NatSCA has continued to participate in pilot work to scope a national digital research infrastructure for natural science collections called DiSSCo UK (Distributed System of Scientific Collections UK). We are excited to see this opportunity develop, and will continue to work to support participation and benefit for small to large collections across the UK.

**Election of NatSCA trustees committee:**

Trustees form a steering committee with obligations to ensure NatSCA meets our mission, ensure good governance and conform to Charity Commission regulations.

Below are the nominees for NatSCA trustee positions standing for election at this AGM. The Membership Secretary has confirmed that those proposed, those proposing and those seconding are all current personal members of NatSCA. No term will exceed three years without re-election.

Below are the nominated candidates standing for **Ordinary Member** positions on the committee:

Nominee	Position	Proposed	Seconded
Tannis Davidson	Ordinary Member	Hannah Cornish	Jack Ashby
Natalie Jones	Ordinary Member	Arianna Bernucci	Emilia Kingham
Patti Wood Finkle	Ordinary Member	Jen Gallichan	Jack Ashby

There are three vacancies for Ordinary Members and three nominees.

Below is the nominated candidate for **Membership Secretary**:

<b>Nominee</b>	<b>Position</b>	<b>Proposed</b>	<b>Seconded</b>
Clare Brown	Membership Secretary	Isla Gladstone	Jen Gallichan

There is one vacancy for Membership Secretary and one nominee.

Below are the nominated candidates for **Editor (Journal)**:

<b>Nominee</b>	<b>Position</b>	<b>Proposed</b>	<b>Seconded</b>
Emilie Pearson	Editor	Abbie Herdman	Nadine Gabriel
Glenn Roadley	Editor	Olivia Beavers	Paolo Viscardi

There is one vacancy for Editor, and there are two nominees for the role.

**Proposal 1:** An election will be held for the position of Editor.

**Proposal 2:** If Glenn Roadley is elected Editor by a simple majority vote, his current Ordinary Member position will become available. In this scenario, we propose Emilie Pearson is elected as an Ordinary Member to support the Editor role. (For the information of members: If Emilie Pearson is elected Editor Glenn Roadley will continue his current term as Ordinary Member to NatSCA's AGM in 2025.)

**Proposal 3:** We propose one 'en bloc' vote for all remaining nominees (three nominees for Ordinary Member, one nominee for Membership Secretary).

***All proposals were passed with the required 50% at the AGM; Glenn Roadley was duly appointed as Editor and Emilie Pearson as ordinary member, all other appointments as listed above were agreed.***

### **Vote of thanks**

NatSCA would like to thank everyone who has been involved in delivering our activities in 2023 for sharing their time, expertise and content.

We would like to thank NatSCA's trustees for all of their hard work leading on key activities and contributing to the overall running of NatSCA.

New trustees welcomed in 2023 were: Eimear Ashe, Clare Booth-Downs, Belle Buchanan-Smith (ratified as Treasurer in 2023; joined in 2022), Emma Murphy.

Committee capacity continues to be affected by wider sector pressures, and as such we are moving to a more collaborative approach to delivering key roles. In addition to the area leads who have provided and are named in annual reports, we would like to express huge thanks to committee members supporting delivery of our activity. Committee members supporting Patti Wood Finkle with conference include: Jack Ashby, Clare Brown, Belle Buchanan-Smith, Jen Gallichan, Amy Geraghty, Yvette Harvey, Emma Murphy, Glenn Roadley; supporting Laura McCoy with training: Amy Geraghty and Emma Murphy; supporting Yvette Harvey Secretary and Clare Brown Membership Secretary: Eimear Ashe; supporting DiSSCo UK work: Jack Ashby, Clare Brown, Isla Gladstone, Emma Murphy, Glenn Roadley. Tannis Davidson has been working on re-releasing the Bill Pettit award in 2024.

We thank Justine Aw for highly valued external technical support.

Jen Gallichan and the trustees would like to pass on heartfelt thanks to the great group of volunteers who compile our monthly Digital Digests including Olivia Beavers and Milo Philipps, with particular thanks to Glenn Roadley who has now had to step down due to other committee duties. We are also pleased to welcome Ellie Clark who joined the team in January.

Editor Jan Freedman has shared thanks to the Editorial Board for their valued support: Paolo Viscardi, Verity Burke, Emilie Pearson, and Lisa Winters.

NatSCA would like to extend special thanks to those trustees stepping down from committee this year: Jan Freedman for all of his work as NatSCA's Editor over many years, and Amy Geraghty for all of her support for conference and training. Their contributions have been highly valued, and they will be missed.

NatSCA's strength is in being community-led, and we value your contributions towards this past and future. Please do get in touch if you are interested in volunteering for NatSCA or in how our committee works: [chair@natsca.org](mailto:chair@natsca.org).

**NATURAL SCIENCES COLLECTIONS ASSOCIATION**

England & Wales - Charity number 1186918

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# Accounts

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**Annual Return to the Charities Commission -  
Trustees' Annual Report and Accounts  
For the Year Ending 31 January 2023**



**Charitable Incorporated Organisation Name:**

Natural Sciences Collections Association (NatSCA)

**Registration Number:**

1186918

**Address:**

c/o Yvette Harvey, NatSCA Secretary

Royal Horticultural Society

RHS Garden Wisley

Woking, Surrey

GU23 6QB

**Trustees in post for the period 1 February 2022 to 31 January 2023:**

Jack Ashby

Clare Brown

Annabelle Buchanan-Smith (co-opted by board 31 October 2022)

Tannis Davidson (appointed at AGM 7 June 2022)

Patti Wood Finkle (appointed at AGM 7 June 2022)

Jan Freedman

Jen Gallichan (re-appointed at AGM 7 June 2022)

David Gelsthorpe

Amy Geraghty (appointed at AGM 7 June 2022)

Isla Gladstone

Yvette Harvey

Lucie Mascord

Laura McCoy

Holly Morgenroth (retired at AGM 7 June 2022)

Bethany Palumbo (retired at AGM 7 June 2022)

Glenn Roadley

Laura Soul

Paolo Viscardi (retired at AGM 7 June 2022)

Donna Young (retired at AGM 7 June 2022)

### **Structure & Governance:**

NatSCA is a Charitable Incorporated Organisation run by elected volunteer trustees from its membership. NatSCA is managed according to a Constitution of a Charitable Incorporated Organisation with voting members other than its charity trustees. This states that NatSCA must have a minimum of nine and maximum of 15 trustees. Named trustee roles to ensure key functions operate are Chair or Co-Chair, Secretary, Membership Secretary, Treasurer, Editor. Ordinary member trustees support NatSCA's delivery of training, conference, social media and online blog, website, advocacy, conservation, awards, and bursaries.

At every AGM one-third (or number nearest to one-third if not a multiple of three) of the trustees retire by rotation according to those who have been longest in office. Vacancies are advertised to the membership and wider NatSCA community through our website, email lists and social media channels, and filled by decision of the members at the AGM.

### **Annual Activities and Objectives:**

NatSCA supports natural science collections and the people who work with them, to improve care, access, and enjoyment for all. We are UK-based but welcome international members and users.

NatSCA's objectives are to:

- (1) to advance the education of the public in the care and use of natural sciences collections and specimens.
- (2) to promote for the benefit of the public the highest standards in the preparation, care, conservation, management, interpretation and research of natural sciences collections and specimens.
- (3) For the benefit of the public to promote the science of natural sciences collections conservation and curation.

These are achieved through a combination of; training workshops, seminars & conferences; peer-reviewed journal; networking opportunities; website & sector resources; member bursaries; member project grants; advocacy.

## NatSCA's achievements and performance 1 February 2022 to 31 January 2023:

The following report is compiled from an extract of the Annual General Meeting of the Natural Sciences Collections Association (NatSCA) held on 27 April 2023 and additional commentary, where relevant. At the AGM the trustee annual reports detailing what has been achieved by NatSCA for public benefit were presented to our members. Minutes and annual reports from NatSCA's AGMs are also published in print and online in our Journal of Natural Science Collections.

The **Annual Accounts** included below in the Treasurer's report and were approved for signature at the AGM.

### Secretary's Report: Yvette Harvey

Seven Zoom committee meetings and one hybrid (October) have been held between February 2022 and January 2023. October 2022's meeting included a special vote (in accordance with NatSCA's constitution) for a Treasurer.

Trustees have faced challenges at work and home over the past year, affecting meeting attendance. Please see below ( - denotes special leave and grey denotes a non-Trustee period):

	ii.'22	iii.'22	iv.'22	v.'22	vii.'22	x.'22	xii.'22	i.'23
<b>Jack Ashby</b>	y	y	y	y	y	y	y	y
<b>Clare Brown</b>		y			y			y
<b>Belle Buchanan-Smith</b>							y	y
<b>Tannis Davidson</b>						y		y
<b>Patti Wood Finkle</b>					y	y	y	y
<b>Jan Freedman</b>	y		y	y		y		
<b>Jennifer Gallichan</b>	y	y	y	y	y	y	y	y
<b>David Gelsthorpe</b>	y		y		y			
<b>Amy Geraghty</b>					y		y	y
<b>Isla Gladstone</b>		y	y	y	y	y		y
<b>Yvette Harvey</b>	y	y	y	y	y	y	y	y
<b>Lucie Mascord</b>		y		y	y			
<b>Laura McCoy</b>	y	y		y	y	y	y	y
<b>Holly Morgenroth</b>	y			y				
<b>Bethany Palumbo</b>		y	y	y				
<b>Glenn Roadley</b>	y	y		y	y	y	y	y
<b>Laura Soul</b>	y	y	y	y	y	y	y	y
<b>Paolo Viscardi</b>	y		y					
<b>Donna Young</b>	-	-	-	-				
<b>Total No. present</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>11</b>	<b>12</b>	<b>10</b>	<b>9</b>	<b>12</b>

## Treasurer's Report: Belle Buchanan-Smith:

Accounts summary 01.02.2022 - 31.01.2023							
Income		2022-23	2021-22	Expenditure		2022-23	2021-22
<b>Institutional Subscriptions</b>				<b>Running costs</b>			
Previous Years	£ -		£ 200	Committee Expenses	£ (333)		£ (95)
Current Year (bank)	£ 1,880		£ 1,938	Website, Zoom etc	£ (815)		£ (1,187)
Future Years	£ 40			Stationery			£ -
		<b>£ 1,920</b>	<b>£ 2,138</b>	Postage	£ -		£ (22)
<b>Personal Subscriptions</b>				Payment Fees	£ (141)		£ -
Previous Years	£ 20		£ 20	Data Protection	£ (35)		£ (35)
Current Year	£ 4,475		£ 5,455			<b>£ (1,323)</b>	<b>£ (1,339)</b>
Wrong amount	£ -		£ 30	<b>Workshops</b>			
Future Years	£ 150						
		<b>£ 4,645</b>	<b>£ 5,505</b>			<b>£ -</b>	
<b>Workshop Income</b>				<b>Conference</b>			
				SPNHC	£ (53)		
						<b>£ (53)</b>	
		£ -		<b>Publications &amp; Information Provision</b>			
<b>Conference Income</b>				2020 Journal print & postage			£ (1,592)
				2021 Journal print & postage	£ (2,174)		
2021	£ -		£ 240			<b>£ (2,174)</b>	<b>£ (1,592)</b>
		<b>£ -</b>	<b>£ 240</b>	<b>Charitable</b>			
<b>Donations</b>				Bill Pettit Fund	£ (2,528)		£ (4,510)
Donations	£ -		£ 44	Bursaries	£ (1,504)		
		£ -	£ 44	Sector support	£ -		
<b>Other</b>						<b>£ (4,032)</b>	<b>£ 4,510</b>
Misc.	£ -			<b>Other</b>			
Publications	£ 12						
Bank interest							
Unallocated	£ -						
		<b>£ 12</b>	<b>£ -</b>				
<b>TOTAL INCOME</b>		<b>£ 6,577</b>	<b>£ 7,927</b>	<b>TOTAL EXPENDITURE</b>		<b>£ (7,583)</b>	<b>£ (7,441)</b>
						<b>2022-23</b>	<b>2021-22</b>
<b>Cash (Deficit) / Surplus for the Year</b>						<b>£ (1,006)</b>	<b>£ 486</b>

Comments on Year End Accounts from Treasurer:

- The reduction in Subscription income is a result of the slight drop in membership numbers.

- The 2022/23 Conference was run with SPNHC so no income and only a small cost recognised.
- In 2023/24 a full conference will run with both online and in person delegates so increases in income and expenditure are expected.
- No new Bill Petit Grants committed to in the 2022/23 year.
- Prior year commitments paid, with exception of Bill Petit - Teeth KCL 2020 - Invoice received March 2023.
- Bursaries offered for the conference, no comparable spend in prior year.
- Running Costs are consistent in total; in person meetings have increased committee travel spend and decreased web provision costs.
- Reserves levels are currently healthy, sufficient to cover around 3 years of pre-COVID level expenditure.
- *As a result, the small deficit for the current year is not considered a threat to the going concern of the CIO.*

Cash Flow Statement			OUTSTANDING EXPENDITURE		
01.02.2022	Current a/c	£ 48,791	2022 Journal Estimate	£ 2,000	
	Paypal a/c		BP 2020 - Teeth KCL	£ 2,100	
		£ 48,791			£ 4,100
02.01.2023	Current a/c	£ 47,785	EXPECTED INCOME		
	Paypal a/c				
		£ 47,785.36			
Balance Including Liabilities		£ 43,685			£ -
Adjusted Surplus/(Deficit)		£ (5,106)	Estimated adjusted balance 31.01.2023	£ 47,785	

#### **Reserve Policy – Post AGM note:**

NatSCA has been cautious in use of reserves over the past 2 years, during and following the COVID-19 pandemic. Prior to this period the CIO general reserves were increasing year on year, largely due to consistent membership levels and good turnout at the annual conference. The trustees have reviewed the level of reserves required, based on spending commitments and timings, and consider that reserves in the region of £20,000 would be sufficient to ensure a secure basis for the continued operation of the charity and delivery of objectives.

Current reserve levels are more than twice this level and the board are working on plans to utilise excess funds to the benefit of members and the wider Natural Sciences Collections community. Initial plans over the next 3 years include:

- Improvement of the online offering via the NatSCA website and resources.
- Increasing training and workshops to pre-pandemic levels or above.
- Offering additional support in the form of bursaries and subsidised attendance fees to assist with the cost-of-living crisis, and low training budgets.

The board will review reserve levels a minimum of 6 monthly, to monitor available budget for opportunities for additional areas of work, member and public support, and advocacy across the sector.





CHARITY COMMISSION  
FOR ENGLAND AND WALES

	Charity Name:			No:	
	Natural Sciences Collections Association (NatSCA)			1186918	
	Receipts and payments accounts				
For the period from	Period start date	To	Period end date	CC16a	
	01/02/2022		31/01/2023		
<b>Section A Receipts and payments</b>					
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>	<b>Total funds</b>	<b>Last year</b>
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Institutional Subscriptions	1,920	-	-	1,920	2,138
Personal Subscriptions	4,645	-	-	4,645	5,505
Workshops	-	-	-	-	-
Conferences	-	-	-	-	240
Donations	-	-	-	-	44
Publications	12	-	-	12	-
Bank Interest	-	-	-	-	-
	-	-	-	-	-
<b>Sub total(Gross income for AR)</b>	<b>6,577</b>	<b>-</b>	<b>-</b>	<b>6,577</b>	<b>7,927</b>
<b>A2 Asset and investment sales</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>6,577</b>	<b>-</b>	<b>-</b>	<b>6,577</b>	<b>7,927</b>
<b>A3 Payments</b>					
Running costs	1,324	-	-	1,324	1,339
Workshops	-	-	-	-	-
Conference	53	-	-	53	-
Publications & Information Provision	2,174	-	-	2,174	1,592
Charitable Activities : Bill Petit Grants	2,038	490	-	2,528	4,510
Charitable Activities : Bursaries	1,504	-	-	1,504	-
<b>Sub total</b>	<b>7,093</b>	<b>490</b>	<b>-</b>	<b>7,583</b>	<b>7,441</b>
<b>A4 Asset and investment purchases</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>7,093</b>	<b>490</b>	<b>-</b>	<b>7,583</b>	<b>7,441</b>
<b>Net of receipts/(payments)</b>	<b>- 516</b>	<b>- 490</b>	<b>-</b>	<b>- 1,006</b>	<b>486</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>48,301</b>	<b>490</b>	<b>-</b>	<b>48,791</b>	<b>48,305</b>
<b>Cash funds this year end</b>	<b>47,785</b>	<b>-</b>	<b>-</b>	<b>47,785</b>	<b>48,791</b>

**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	47,785	-	-
	PayPal	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>47,785</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))		OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Details			
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Journal 2022	Unrestricted	2,000	
	Bill Petit 2022	Unrestricted	-	
	Bill Petit 2020	Restricted	2,100	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Isla Gladstone (Chair)	27 April 2023
	Annabelle Buchanan-Smith (Treasurer)	27 April 2023

## **Membership Secretary's Report: Clare Brown**

1st February 2022 - 31st January 2023

For 2022 the membership statistics are as follows:

- 296 members (55 institutional, 241 personal), this is 38 fewer members than 2021-22.
- Around 80% of our membership is UK based, we also have members in 19 other countries.
- 123 members chose to receive a hardcopy of the journal.
- There were 13 free/complimentary mailings of the journal either for legal/copyright reasons or networking (British Library LDO, British Library CRO, GCG, Smithsonian Institute Library Gift and Exchanges, ACE, SPNHC, MA, Zoological Record, plus five copies to Agency for the Legal Deposit Libraries).

Membership numbers have dropped slightly from 2021. This is likely to be linked to NatSCA's reduced post-COVID programme. However, it may also reflect the increasing cost of living problem and the stress on institutional resources. We hope membership numbers will increase again as our programme picks up with an in person NatSCA-led conference in April 2023 and planned training events for the year. We are aware of the need to understand any continued drop in numbers beyond this.

I would like to thank everyone who has supported me with the membership work over the last year, Holly Morgenroth, Glenn Roadley and Justine Aw in particular.

## **Editor's Report: Jan Freedman**

We have had a lot of really interesting articles submitted for Volume 11 of the *Journal of Natural Science Collections*, covering a range of topics from decolonisation, conservation, collections research, and learning and outreach.

Volume 11 is online and available in print for those members who requested the hard copy version (<https://www.natsca.org/jonsc-vol-11>). The first two articles, Colonial entanglement in extinction narratives: the afterlives of two Saint Lucia giant Rice rats, and Promises of mass digitisation and the colonial realities of natural history collection, are available free for non-members, as part of NatSCA's aim to make all decolonising articles accessible to the wider museum community.

There was a small delay in the completion of Volume 11, unfortunately due to a restructure in a museum, but I'm pleased to say that our colleagues were not affected.

As always, I would like to thank all the authors for their submissions, and all their hard work and time that they put into their original article and subsequent revisions. I would also like to thank all the reviewers who spend time to go through each article and provide positive and constructive feedback to improve the quality of the articles. And finally, a special thanks to our Editorial Board, Bethany Palumbo, Paolo Viscardi and Rob Huxley, who take the time to coordinate finding peer reviewers.

We are looking for two volunteers to join the Editorial Board. Being on the Editorial Board is an important part in the article review process. Members of the board will receive an article that has been submitted, and then reach out to find two reviewers. They are the contact for the reviewers, and return reviewed articles back to the Editor. The process helps by finding a large range of specialist reviewers that one person alone cannot do. The role involves good written communication skills, and is a great way to network with other experts in the sector. If you are interested, please contact me at [Editor@natsca.org](mailto:Editor@natsca.org).

The deadline for the next Journal is the end of July 2023, and if you are interested in submitting an article, please feel free to contact me for any information.

### **Chair's Report: Isla Gladstone**

2022 has marked NatSCA's first return to in person activity since the Covid-19 pandemic. We have offered professional development and networking opportunities through a hybrid conference and programme of virtual talks. We have continued our digital and physical publications, with a steady flow of readership and increased diversity of contributors to our blog. The NatSCA trustees have also continued to review our operating model in the context of low sector resources and increasing cost of living, including a significant increase to our bursary offer. Additional priorities developed during this year for 2023 include trialling new volunteer positions and links to wider networks to help increase our capacity to deliver for, represent and support the NatSCA community.

**Conference** lead 2022, Glenn Roadley, reports that our first physical conference post-lockdown took place in Edinburgh in June 2022, in partnership with the Society for the Preservation of Natural History Collections (SPNHC) and Biodiversity Heritage Library (BHL). The conference was well attended, with 12 NatSCA members being granted bursaries to support attendance (10 physical and 2 digital). NatSCA hosted two symposia at the conference: One closed (*'Civically engaged natural history museums: transforming public programmes to stay relevant'*) and one open (*'Long Time No See'*). NatSCA's AGM was also held as part of the conference.

In January 2023, NatSCA circulated a Call for Papers and Save the Date for the 2023 conference: 'So how do we actually do all this? Hopeful futures and turning theory into practice for big issues in natural history collections', to be hosted by The Potteries Museum & Art Gallery, Stoke-on-Trent. Twenty six papers were received and all were accepted. Due to increased costs, the decision was made to increase registration fees, however the amount made available to cover speaker expenses and bursaries was also increased.

Our **training** leads Laura McCoy and Laura Soul have continued to deliver our regular Lunchtime Chats series, on the last Thursday of each month. These provide an informal opportunity for members to share topics of professional interest with our subject specialist network. Talks this year have ranged from an update on Bill Pettit funded project 'Marvellous Molluscs', to approaches to skeletal preparation and conservation at Natural History Museum of Denmark, to how to mitigate specimen freezer burn. Please do get in touch with [training@natsca.org](mailto:training@natsca.org) if you have an idea for a future Chat. We are also working towards

returning to our pre-pandemic training programme of one skills-based and one seminar-based event per year, now with the added benefit of virtual delivery options.

**Blog** Editor Jen Gallichan reports steady engagement from across the sector, with an increase in blogs submitted from non-committee sources. This is partly due to blog articles being offered on receipt of bursaries, and partly because of an increased rate of successful submissions from call outs on the NatSCA Jiscmail. The 2023 blog calendar is currently filled until June.

### Visits to blog page per month

Month	Visits	Views
February	1043	1551
March	1452	2047
April	1079	1547
May	1112	1767
June	1197	1679
July	973	1461
August	1067	1644
September	1619	1159
October	1196	1804
November	1254	1873
December	1306	1690
January	4273	3455
February	1239	1685
TOTAL for PERIOD	18810	23362
% Increase vs Feb 2021 - Jan 22	+26%	+8%

The highest number of visitors come from the UK, although we are attracting visitors from our colleagues in the USA, Australia, and parts of Europe. The table below shows a drop in numbers apart from a large spike in January 2023 from the USA and a welcome return of visitors from Italy who had not recorded views on the blog since 2017.

Country	Views	% Change vs 2020
UK	7962	-17
USA	6894	+24
Australia	466	-36
Ireland	461	-17
Germany	423	-1.5
India	386	-15
Canada	372	-18
France	338	-39
Italy	297	+100

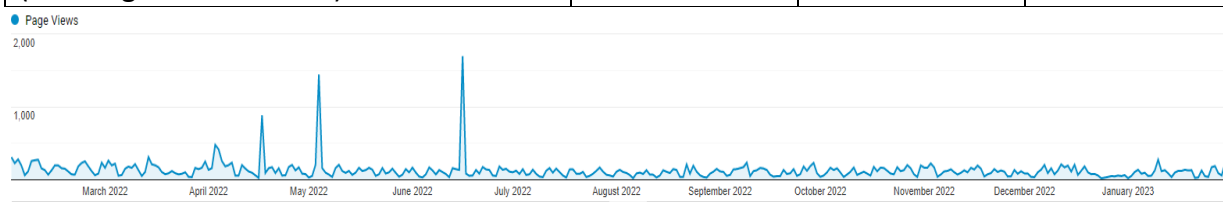
A total of 42 articles were posted. The top, most viewed blogs covered a range of new and old articles, showing that they have longevity and remain relevant to readers for a long period after they are posted.

Post
Private Bone Collections: The Good, The Bad and The Illegal
Giant Sequoia at The Natural History Museum
Telling The Truth About Who Really Collected The 'Hero Collections'
Freezing Specimens and how to Mitigate Freezer Burn
Resurrection 101
The SS Great Britain's 'Final Passenger'
Frequently Asked Questions in Taxidermy
Brendel Plant Model Survey
'Marvellous Molluscs' – Increasing accessibility, improving storage & unlocking research potential at the University of Aberdeen
Collecting with Lao Chao [Zhao Chengzhang]: Decolonising the Collecting Trips of George Forrest

NatSCA **Website** lead Glenn Roadley reports fairly consistent traffic across the period, with generally higher traffic early in the year. There were a few spikes in traffic around April 17<sup>th</sup>, May 4<sup>th</sup> and June 16<sup>th</sup>. Overall figures for the year are down 25-30% on the same period last year, bringing total users in line with 2020-2021 following last year's increases.

### Visits to website per month

Month	Sessions	Users	Page Views
February	2,199	1,690	4,800
March	2,146	1,611	4,409
April	2,545	1,968	5,366
May	2,674	2,097	4,786
June	2,467	1,902	4,846
July	1,454	1,071	2,943
August	1,531	1,162	2,973
September	1,701	1,314	3,568
October	1,863	1,395	3,563
November	1,784	1,317	3,517
December	1,606	1,202	3,096
January	1,754	1,338	3,284
<b>Total for Period:</b> (% change vs 2021-2022)	<b>23,724 (-29%)</b>	<b>18,067 (-28%)</b>	<b>47,115 (-24%)</b>



## Top Pages

Rank	Page	Page Views	Unique Views	Page	Avg. Time on Page
1 (0)	/home	9159	6679		51.06
2 (+1)	/taxidermy	3592	3278		353.65
3 (+2)	/jobs	3527	3056		89.82
4 (-2)	/importance-of-natural-science-collections	1960	1721		336.71
5 (+1)	/article/2509 (Nature Read in Black and White)	1512	1310		360.13
6 (+1)	/journal	1310	817		33.92
7 (+2)	/care-and-conservation	1187	905		200.44
8 (+2)	/publications	1062	847		43.82
9 (+3)	/events-and-workshops	913	704		38.03
10 (+3)	/membership	714	595		136.54

Website updates have included 22 new journal articles and 66 sector job vacancies. Updates have been made to Awards and Bursaries, Committee Nominations, committee member profiles and Natural Science Collections and Environmental Action pages. Event pages have been created for the NatSCA Lunchtime Chats and the NatSCA 2023 conference.

NatSCA's **Bill Pettit Memorial Award**, which is available to members to apply to for projects that support conservation, access and use of natural science collections, has been paused for the past year. This is to allow for time to recruit new trustees and volunteers to support its running. Our thanks to David Gelsthorpe who has administered this award as well as our bursaries. Tannis Davidson is now taking on this role and plans to re-start the award scheme in 2023.

NatSCA has continued to partner on two **national network projects** in 2022. 'DiSSCo UK' (the Distributed System of Scientific Collections UK) is being coordinated by the Natural History Museum London and funded by the Arts and Humanities Research Council (AHRC). This project is working towards securing major investment for a UK infrastructure for digitising natural science collections – accessible to diverse sizes and locations of heritage organisation. 'People and Plants' is an AHRC networking project exploring the modern relevance of biocultural collections, in conversation with indigenous knowledge holders, researchers and museum professionals. The project has funded NatSCA members to attend workshops and share their content on our blog.

It remains a difficult time financially for many individuals and organisations. NatSCA has increased our bursary offer both in terms of number of bursaries and total amount offered, to support members to attend our events. We are also able to write letters of advocacy for specific **collections at risk**, please contact: [chair@natsca.org](mailto:chair@natsca.org). Through platforms such as our conference, we will continue to platform best practice that helps to sustain collections, and offer opportunities for connecting with colleagues for mutual support.

### **Election of NatSCA committee:**

Trustees form a steering committee with obligations to ensure NatSCA meets our mission, ensure good governance and conform to Charity Commission regulations.

Below are the nominees for NatSCA trustee positions standing for election at this AGM. The Membership Secretary has confirmed that those proposed, those proposing and those seconding are all current personal members of NatSCA. No term will exceed three years without re-election.

Below are the nominated candidates for Co-Chair:

<b>Nominee</b>	<b>Position</b>	<b>Proposed</b>	<b>Seconded</b>
Jen Gallichan (3 year term)	Co-Chair	Yvette Harvey	Laura McCoy
Isla Gladstone (2 year ordinary term)	Co-Chair	David Gelsthorpe	Yvette Harvey

There are two vacancies for Co-Chair and two nominees.

Below is the nominated candidate for Secretary:

<b>Nominee</b>	<b>Position</b>	<b>Proposed</b>	<b>Seconded</b>
Yvette Harvey	Secretary	Jen Gallichan	Rachel Webster

There is one vacancy for Secretary and one nominee.

Below are the nominated candidates standing for Ordinary Member positions on the committee:

<b>Nominee</b>	<b>Position</b>	<b>Proposed</b>	<b>Seconded</b>
Jack Ashby	Ordinary Member	Liz Hide	Matthew Lowe
Eimear Ashe	Ordinary Member	Paolo Viscardi	Amy Geraghty
Clare Booth-Downs	Ordinary Member	Jen Gallichan	Isla Gladstone
Laura McCoy	Ordinary Member	Yvette Harvey	Patti Wood Finkle
Emma Murphy	Ordinary Member	Paolo Viscardi	Amy Geraghty
Glenn Roadley	Ordinary Member	Olivia Beavers	Lukas Large

There are 6 vacancies for Ordinary Members and 6 nominees.

At our AGM in 2022, NatSCA had one vacancy for a Treasurer and no nominees. At that AGM we stated our intention to co-opt to this role. In 2022 we co-opted Belle Buchanan-Smith as our new Treasurer.

***All appointments above were agreed or ratified at the AGM.***

**Vote of thanks:**

NatSCA would like to thank everyone who has been involved in delivering our Activities in 2022 for sharing their time, expertise and content.

We would like to thank NatSCA's trustees for their work leading on key activities as well as contributing to the overall running of NatSCA. This includes our new trustees in 2022 - Amy Geraghty, Tannis Davidson and Patti Wood-Finkle, as well as co-opted Treasurer Belle Buchanan-Smith, and former Treasurer Holly Morgenroth. We also thank Justine Aw for highly valued external technical support.

Jen Gallichan and the trustees would like to pass on heartfelt thanks to the great group of volunteers who compile our monthly Digital Digests including Glenn Roadley, Olivia Beavers, Milo Philipps, and Clare Dean (who has now stepped down). Our Editor Jan Freedman has shared thanks to the Editorial Board for their valued support: Bethany Palumbo, Paolo Viscardi and Rob Huxley.

NatSCA would like to extend special thanks to those trustees stepping down from committee this year: David Gelsthorpe, Laura Soul and Lucie Mascord. Their contributions have been highly valued, and they will be very much missed.

NatSCA's strength is in being community-led, and we value your contributions towards this past and future.

**NATURAL SCIENCES COLLECTIONS ASSOCIATION**

England & Wales - Charity number 1186918

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# Accounts

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**Annual Return to the Charities Commission -  
Trustees' Annual Report**



**Charitable Incorporated Organisation Name:**

Natural Sciences Collections Association (NatSCA)

**Registration Number:**

1186918

**Address:**

c/o Yvette Harvey, NatSCA Secretary

Royal Horticultural Society

RHS Garden Wisley

Woking, Surrey

GU23 6QB

**Trustee Names:**

Trustees for the reporting period 1/2/2021 - 31/1/2022:

*Trustees between 1/2/2021 to AGM elections on 27/5/2021:*

Jack Ashby

Clare Brown

Amanda Callaghan

Jan Freedman

Jen Gallichan

David Gelsthorpe

Isla Gladstone

Yvette Harvey

Kirsty Lloyd

Lucie Mascord

Holly Morgenroth

Bethany Palumbo

Glenn Roadley

Paolo Viscardi

Donna Young

*Trustees between AGM elections 27/5/2021 and end financial year  
31/1/2022:*

Jack Ashby

Clare Brown

Jan Freedman

Jen Gallichan

David Gelsthorpe

Isla Gladstone

Yvette Harvey

Lucie Mascord

Laura McCoy

Holly Morgenroth

Bethany Palumbo

Glenn Roadley

Laura Soul

Paolo Viscardi

Donna Young

## **Structure:**

NatSCA is a Charitable Incorporated Organisation run by elected volunteer trustees from its membership. NatSCA is managed according to a Constitution of a Charitable Incorporated Organisation with voting members other than its charity trustees. This states that NatSCA must have a minimum of nine and maximum of 15 trustees. Named trustee roles to ensure key functions operate are: Chair, Secretary, Membership Secretary, Treasurer, Editor. Ordinary member trustees support NatSCA's delivery of training, conference, social media and online blog, website, advocacy, conservation, awards and bursaries.

At every AGM one-third (or number nearest to one-third if not a multiple of three) of the trustees retire by rotation according to those who have been longest in office. Vacancies are advertised to the membership and wider NatSCA community through our website, email lists and social media channels, and filled by decision of the members at the AGM.

## **Annual Activities and Objectives:**

NatSCA supports natural science collections and the people who work with them, to improve care, access and enjoyment for all. We are UK-based but welcome international members and users.

NatSCA's objects are to:

- (1) to advance the education of the public in the care and use of natural sciences collections and specimens.
- (2) to promote for the benefit of the public the highest standards in the preparation, care, conservation, management, interpretation and research of natural sciences collections and specimens.
- (3) For the benefit of the public to promote the science of natural sciences collections conservation and curation.

The CIO's objects are achieved through: training workshops, seminars & conferences; peer-reviewed journal; networking opportunities; website & sector resources; member bursaries; member project grants; advocacy.

## **NatSCA's achievements and performance 1/2/2021 - 31/1/2022**

The following report is a record of the Annual General Meeting of the Natural Sciences Collections Association (NatSCA) 2022, at which trustee annual reports detailing what has been achieved by NatSCA for public benefit were presented to our members. Minutes and annual reports from NatSCA's AGMs are also published in print and online in our Journal of Natural Science Collections.

**Annual accounts** are included below in the Treasurer's report.

Following the 2022 AGM we have now co-opted a Treasurer with an accountancy background who will prioritise supporting NatSCA trustees in understanding our post-pandemic financial model and developing a new reserves policy.

# NatSCA AGM 2022

6.00pm BST, 7<sup>th</sup> June 2022

Hybrid meeting:

SPNHC Edinburgh, Lecture 2, Appleton Tower & Zoom

ZOOM link emailed to members

## AGENDA

1. Apologies for absence
2. Matters arising from Minutes of AGM Thursday 27<sup>th</sup> May 2021, held on Zoom as published in *Journal of Natural Science Collections* **10**: 146-154 (2022)
3. Reports
4. Election of NatSCA committee
5. Any other Business
6. Vote of thanks
7. Next AGM venue
8. Close

## AGM

1. Apologies for absence

Holly Morgenroth, Amy Geraghty

2. Matters arising from Minutes of AGM Thursday 27<sup>th</sup> May 2021, held on Zoom as published in *Journal of Natural Science Collections* **10**: 146-154 (2022)

Proposal to accept the minutes of the 2021 AGM, including any amends from matters arising, as an accurate record:

Proposer: Paolo Viscardi

Seconder: Glenn Roadley

*Please ensure you are a paid-up individual member of NatSCA to propose, second or vote at our AGM. Institutional members are non-voting members. If you are attending via ZOOM and would like to propose or second, please write your full name in the conference 'chat' channel. Many thanks.*

3. Reports:

## Secretary's Report: Yvette Harvey

Eight Zoom committee meetings have been held between February 2021 and January 2022. Trustees have faced challenges at work and home over the past year due to the global pandemic, affecting meeting attendance. Please see below (- denotes special leave and green denotes a non-Trustee period):

	ii.2021	iv.2021	v.2021	vii.2021	Viii.2021	x.2021	xi.2021	i.2022
Jack Ashby	y	y	y	y	y	y	y	
Clare Brown	y	y	y	y		y	y	
Amanda Callaghan			y					
Jan Freedman								y
Jennifer Gallichan	y	y	y	y	y	y	y	y
David Gelsthorpe	y	y		y	y	y		y
Isla Gladstone	y	y	y	y	y	y	y	y
Yvette Harvey	y	y	y	y	y	y	y	y
Kirsty Lloyd	y	y	y					
Lucie Mascord	y	y	y	y	y	y		
Laura McCoy				y	y	y	y	y
Holly Morgenroth	y	y	y	y	y		y	
Bethany Palumbo	y		y			y		
Glenn Roadley	y	y	y	y		y	y	y
Laura Soul				y	y	y	y	y
Paolo Viscardi	y		y	y	y	y		y
Donna Young	-	-	y	-	-	-	-	-


## Treasurer's Report: Holly Morgenroth

Accounts summary 01.02.2021 - 31.01.2022			
Income	2021-22	2020-21	
<b>Institutional Subscriptions</b>			
Previous Years	200	80	
Current Year (bank)	1,938	2,624	
Current Year (PP)			
Future Years	-	40	
	<b>2,138</b>	<b>2,744</b>	
<b>Personal Subscriptions</b>			
Previous Years	20	64	
Current Year	5,455	5,087	
Current Year (PP)			
Wrong amount	30		
Future Years	-	113	
	<b>5,505</b>	<b>5,265</b>	
<b>Workshop Income</b>			
Entomology	-	75	
Basics 2020		1,279	
		<b>1,354</b>	
<b>Conference Income</b>			
2020		780	
2021	240		
	<b>240</b>	<b>780</b>	
<b>Donations</b>			
Donations	44		
	<b>44</b>	<b>19</b>	
<b>Other</b>			
Misc.	0		
Bank interest		17	
Unallocated	0		
	<b>0</b>	<b>17</b>	
<b>TOTAL INCOME</b>	<b>7,927</b>	<b>10,179</b>	
<b>Expenditure</b>			
<b>Running costs</b>			
Committee Expenses	- 95	- 537	
Website, Zoom	- 1,187	- 867	
Stationery		- 73	
Postage	- 22		
Data Protection	- 35	- 35	
	<b>- 1,339</b>	<b>1,512</b>	
<b>Workshops</b>			
Basics 2020		- 437	
		<b>- 437</b>	
<b>Conference</b>			
2019		- 200	
2021	-		
		<b>- 200</b>	
<b>Publications &amp; Information Provision</b>			
2020 Journal print & postage	- 1,592	- 1,748	
2019 Journal print & postage		- 1,748	
	<b>- 1,592</b>	<b>- 1,748</b>	
<b>Charitable</b>			
Bill Pettit Fund	- 4,510	- 1,840	
Bursaries		-	
Sector support		-	
	<b>- 4,510</b>	<b>- 1,840</b>	
<b>Other</b>			
<b>TOTAL EXPENDITURE</b>	<b>- 7,441</b>	<b>- 5,737</b>	
Excess Income over Expenditure		486	

OUTSTANDING EXPENDITURE	
BP - Beetles Aberdeen 2021	£ 1,165
BP - Last passenger SS Great Britain 2020	£ 1,362
BP - Teeth - KCL 2020	£ 2,100
Journal	£ 1,600
December meeting	£ 123
	<b>£ 6,350</b>
<b>EXPECTED INCOME</b>	
	£ -
Adjusted balance estimate 31.01.2022	£ 42,441

Cash Flow Statement		
01.02.2021	Current a/c	£ 21,259
	Deposit a/c	£ 22,475
	Paypal a/c	£ 43,734
31.01.2022	Current a/c	£ 48,791
	Paypal a/c	£ 48,791
NB Adjusted balance		£ 42,441
		-£ 1,294

Charity Commission report for signing after AGM approval

	A	B	C	D	E	F	G	H	I	J	K
1	 CHARITY COMMISSION FOR ENGLAND AND WALES	Natural Sciences Collections Association					1186918		<b>CC16a</b>		
2		<b>Receipts and payments accounts</b>									
3		For the period from	Period start date	To		Period end date					
4		01.02.2021			31.01.2022						
5	<b>Section A Receipts and payments</b>										
6		Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year					
7		to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £					
8	<b>A1 Receipts</b>										
9	Institutional subscriptions	2,138	-	-	2,138	2,744					
10	Personal subscriptions	5,505	-	-	5,505	5,265					
11	Workshops	-	-	-	-	1,354					
12	Conferences	240	-	-	240	780					
13	Bank Interest	-	-	-	-	17					
14	Misc	-	-	-	-	-					
15	Donations	44	-	-	44	19					
16		-	-	-	-	-					
17	<b>Sub total (Gross income for AR)</b>	<b>7,927</b>	<b>-</b>	<b>-</b>	<b>7,927</b>	<b>10,179</b>					
18											
19	<b>A2 Asset and investment sales, (see table).</b>										
20		-	-	-	-	-					
21		-	-	-	-	-					
22	<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>					
23											
24	<b>Total receipts</b>	<b>7,927</b>	<b>-</b>	<b>-</b>	<b>7,927</b>	<b>10,179</b>					
25											
26	<b>A3 Payments</b>										
27	Running costs	1,339	-	-	1,339	1,512					
28	Workshops	-	-	-	-	437					
29	Conferences	-	-	-	-	200					
30	Publications & Information provision	1,592	-	-	1,592	1,748					
31	Bill Pettit Memorial Fund	-	4,510	-	4,510	1,840					
32	Bursaries	-	-	-	-	-					
33	Sector support	-	-	-	-	-					
34	<b>Sub total</b>	<b>2,931</b>	<b>4,510</b>	<b>-</b>	<b>7,441</b>	<b>5,737</b>					
35											
36	<b>A4 Asset and investment purchases, (see table)</b>										
37		-	-	-	-	-					
38		-	-	-	-	-					
39	<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>					
40											
41	<b>Total payments</b>	<b>2,931</b>	<b>4,510</b>	<b>-</b>	<b>7,441</b>	<b>5,737</b>					
42											
43	<b>Net of receipts/(payments)</b>	<b>4,996</b>	<b>- 4,510</b>	<b>-</b>	<b>486</b>	<b>4,442</b>					
44	<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>					
45	<b>A6 Cash funds last year end</b>	<b>38,734</b>	<b>5,000</b>	<b>-</b>	<b>43,734</b>	<b>41,113</b>					
46	<b>Cash funds this year end</b>	<b>43,730</b>	<b>490</b>	<b>-</b>	<b>44,220</b>	<b>45,555</b>					
47											
48											
49											
50											

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>		43,730	490	-
			-	-
		-	-	-
	<b>Total cash funds</b>	<b>43,730</b>	<b>490</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
	<b>Details</b>			
<b>B2 Other monetary assets</b>			-	-
			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
<b>B5 Liabilities</b>	Bill Petit 2021	unrestricted	1,165	
	Bill Pettit 2020	restricted	3,462	
	Committee Expenses	unrestricted	123	
	Journal 2021	unrestricted	2,000	
				-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval

Signed by one or two trustees on behalf of all the trustees:



Isla Gladstone 7th June 2022



Yvette Harvey 7th June 2022

Accounts will be signed when agreed at AGM.

Proposer: Karen Manton

Seconder: Laura McCoy

## **Membership Secretary's Report: Clare Brown**

For 2021 the membership statistics are as follows:

- 334 members (59 institutional, 274 personal), this is 28 fewer members than 2019-20.
- Around 80% of our membership is UK based, we also have members in 20 other countries.
- 153 members chose to receive a hardcopy of the journal
- There were 13 free/complimentary mailings of the journal either for legal/copyright reasons or networking ( British Library LDO, British Library CRO, GCG, Smithsonian Institute Library Gift and Exchanges, ACE, SPNHC, MA, Zoological Record, plus five copies to Agency for the Legal Deposit Libraries).

The slight drop in membership numbers is probably due to the spike last year's Decolonisation conference attracted. This online conference in 2020 allowed members free access and we had nearly 70 new members join us in the two months running up to the conference on 19th November.

The number of people taking a hardcopy of the journal has dropped again, down 17 copies on last year.

I would like to thank everyone who has supported me with the membership work over the last year, Holly Morgenroth, Glenn Roadley and Justine Aw in particular.

## **Editor's Report:** Jan Freedman

This year we have produced two Volumes of the Journal of Natural Science Collections. Volume 9 was published in November 2021. This special Volume focuses on papers from the 2020 Decolonising conference and papers include allyship in museums, decolonising mineral collections, examining the colonial history of a Victorian game hunter, and decolonising the way we talk about Australian mammals. This special Volume is open access, and has been published online only ([www.natsca.org/jonsc-vol-9](http://www.natsca.org/jonsc-vol-9)). There is no hard copy option available for this Volume.

Volume 10 of the Journal of Natural Science Collections has been published and is available both online and in print. Members who requested a hard copy of the Journal will have received it by now, and a password was given to all members to access the online articles. Volume 10 was published a little later than planned due to several key people contracting Covid. Thankfully the individuals are better and back to their good health. Volume 10 includes articles about collections research, conservation, and using collections through display and events.

I would like to thank the Editorial Board for their assistance in finding expert peer reviewers for the articles; Bethany Palumbo, Paolo Viscardi and Rob Huxley. I would like to give a special thanks to all the reviewers who have spent so much time on going through each article and providing constructive feedback to improve the quality of them for publication. I am extremely thankful for their time, especially during the last year with the Covid pandemic.

I have received two submissions for Volume 11 which is due to be published in January 2023. If you are interested in submitting an article for the Journal, or have an idea about an article you would like to write, please contact the Editor ([Editor@natsca.org](mailto:Editor@natsca.org)).

## **Chair's Report: Isla Gladstone**

### **1<sup>st</sup> February 2021 – 31<sup>st</sup> January 2022**

NatSCA has continued to adapt over the past year to virtual working and ongoing sector challenges resulting from the Covid-19 pandemic. The trustees have been meeting monthly over Zoom, and continuing to explore new ways of working and how we can best support our members and wider community.

Our two trustees who joined at the 2021 AGM, Laura Soul and Laura McCoy, have developed a new trial offer called 'Lunchtime Chats' – aimed at increasing regular engagement with members and taking advantage of new online capabilities. The Chats are intended to be an informal gathering on Zoom, where members can talk about something of professional interest – perhaps an exciting development at work, a project they would appreciate community advice on, or a technique they'd like to demonstrate. The idea is to provide a friendly and informal slot, outside of a formal conference or training workshop. The talks are on the last Thursday of every month, aiming to range from around 10 to 30 minutes in length with time for questions at the end. In addition to the talks, the training group is looking to past events and surveys to develop ideas for a return to seminars and practical workshops in 2022/23.

In May 2021, we delivered our second virtual conference – this time on 'Changing the World: Environmental Breakdown and Natural Science Collections'. The presentations from this conference are now available online on NatSCA's website.

Our conference group, led by Glenn Roadley, has also been preparing for the 2022 conference. We are partnering with the Society for the Preservation of Natural History Collections (SPNHC) and Biodiversity Heritage Library for a hybrid in person and digital conference in Edinburgh in June. Recognising the international opportunities this brings, but also the significant cost of a larger conference for attendees, we are delivering a significant bursary offer of five bursaries of up to £250 each towards in person attendance and ten bursaries of £115 each to cover virtual attendance [Update: 10 in person and 2 digital bursary applications were approved in March 2022, as though the distribution differs from the original number of bursaries offered, the total value falls within the original budget]. We have also condensed our key delivery at this conference into one day, to enable members to attend at a one day rate. This includes our AGM and two symposia: 'Long time no see – updates from the natural science community' and 'Civically engaged museums – transforming public programmes to stay relevant'.

Our financial support activity also continues through the Bill Pettit Memorial Award. Three projects were awarded £5675 in 2021: Conservation of a Bateman ichthyosaur specimen at Sheffield Museums Trust, River Otter Beaver Taxidermy at the Royal Albert Memorial Museum Exeter, and re-imagining Marvellous Molluscs at the University of Aberdeen. After inevitable delays due to the Covid-19 pandemic,

these have now been completed. They have been written up for the NatSCA blog, where you can get a taste of the benefits they have achieved. Our thanks to David Gelsthorpe for administering these grants, and everyone we have worked with on them. The Bill Pettit award is currently paused whilst we recruit new trustees and volunteers to support its running.

NatSCA continues to support collections at risk, for example through letters of support to senior stakeholders. However, our priority in advocating for natural science collections remains supporting understanding of their scientific and societal relevance - through our platforms, resources and partnerships.

This year we have been partners in an important AHRC-funded project to scope a UK digital infrastructure for natural science collections, led by the Natural History Museum London. Here we are enabling project communications and highlighting NatSCA's legacy data on UK collections, to support as broad a reach as possible. The project scoping phase will provide an overview of UK collections and digital capabilities. We will also be supporting future phases, to secure longer-term funding and infrastructure.

NatSCA is currently a partner in a new AHRC networking project called 'People and Plants' led by National Museums Scotland, Royal Botanic Gardens Kew and the Powell-Cotton Museum. This one year project, which runs to December 2022, will include opportunities for members to attend funded workshops to explore 'reactivating ethnobotanical collections as material archives of Indigenous ecological knowledge', along with members of the Museum Ethnographers Group.

In spring to autumn 2021, NatSCA was also a partner in a seed funded NERC/AHRC project called 'Environment and Empire in the Museum', represented by trustees Jack Ashby and David Gelsthorpe. This consisted of a network, video series and workshop bringing together natural scientists, historians and curators working with natural history collections, to help consider particular challenges faced in exploring the hidden histories of environmental science.

We have also continued to represent natural science collections through mechanisms such as the steering group of the Subject Specialist Network Consortium, where Paolo Viscardi is our representative.

NatSCA's blog has continued to gain readers, with the number of visits and views to our pages both higher compared to previous years. Blog editor Jen Gallichan reports that the highest number of visitors come from the UK, although we are attracting a good audience from our colleagues in the USA, Australia, and parts of Europe. 2021 saw the most striking increase in engagement from our colleagues in India, as well as increased numbers of views from colleagues in Australia, Ireland and Canada. The most viewed posts in 2021 focused on collections and conservation projects. These included 'Private bone collections: the good, the bad and the illegal', 'Giant

Sequoia at the Natural History Museum' and 'Telling the truth about who really collected the "hero collections"'. A total of 48 articles were posted.

NatSCA's website has had fairly consistent traffic across the period according to trustee Glenn Roadley, with a few spikes in traffic around April, May and September. Overall figures for the year are up compared to 2020-2021. Website updates have included new journal articles and 67 sector job vacancies. Following the 2021 NatSCA conference, a new 'Natural Science Collections and Environmental Action' hub was added under the 'Resources' section. Several broken links to external resources have been repaired after being flagged by members.

#### 4. Election of NatSCA committee:

Trustees form a steering committee with obligations to ensure NatSCA meets our mission, ensure good governance and conform to Charity Commission regulations.

Below are the nominees for NatSCA trustee positions standing for election at this AGM. The Membership Secretary has confirmed that those proposed, those proposing and those seconding are all current personal members of NatSCA. No term will exceed three years without re-election.

Below is the nominated candidate for Membership Secretary:

<b>Nominee</b>	<b>Position</b>	<b>Proposed</b>	<b>Seconded</b>
Clare Brown	Membership Secretary	Milo Phillips	Rebecca Machin

There is one vacancy for Membership Secretary and one nominee.

Below is the nominated candidate for Editor:

<b>Nominee</b>	<b>Position</b>	<b>Proposed</b>	<b>Seconded</b>
Jan Freedman	Editor	David Waterhouse	Yvette Harvey

There is one vacancy for Editor and one nominee.

Below is the nominated candidate for Treasurer:

<b>Nominee</b>	<b>Position</b>	<b>Proposed</b>	<b>Seconded</b>
	Treasurer		

There is one vacancy for Treasurer and no nominees. As we have not received nominations for this position, NatSCA will seek to appoint a Treasurer who has financial skills and experience following the AGM, to be ratified at the 2023 AGM.

Below are the nominated candidates standing for Ordinary Member positions on the committee:

<b>Nominee</b>	<b>Position</b>	<b>Proposed</b>	<b>Seconded</b>
Jennifer Gallichan	Ordinary Member	Harriet Wood	Yvette Harvey
Tannis Davidson	Ordinary Member	Jack Ashby	Natalie Jones
Amy Geraghty	Ordinary Member	Paolo Viscardi	Nigel Monaghan
Patti Wood Finkle	Ordinary Member	Yvette Harvey	Isla Gladstone

There are four vacancies for Ordinary Members and four nominees.

**Proposal 1:** we propose one 'en bloc' vote for all six nominees (one nominee for Membership Secretary, one nominee for Editor, and four nominees for ordinary member positions).

Proposer: Kate Andrews

Seconder: Jack Ashby

Membership vote: **Yes**

This will be a hybrid poll, with a greater than 50% vote required to accept the proposal. Please remember that only paid up individual members are able to vote at NatSCA's AGM.

**Proposal 2:** all six nominees (one nominee for Membership Secretary, one nominee for Editor, and four nominees for ordinary member positions) to be accepted as trustees.

Proposer: Laura McCoy

Seconder: Natalie Jones

Membership vote: **Yes**

This will be a live digital Zoom poll, with a greater than 50% vote required to accept the proposal. Please remember that only paid up individual members are able to vote at NatSCA's AGM.

## 5. Any other Business

## 6. Vote of thanks

NatSCA would like to thank everyone who has been involved in delivering our activities in 2021-22 for sharing their time, expertise and content.

We would like to thank the trustees named in the Chair's report for delivering key activity, as well as all trustees for contributing to the overall running of NatSCA. This includes behind the scenes roles: Treasurer Holly Morgenroth, Secretary Yvette Harvey, Membership Secretary Clare Brown, and Conservation lead Lucie Mascord. We also thank Justine Aw for highly valued external technical support.

Jen Gallichan and the trustees would like to pass on heartfelt thanks to the great group of volunteers who compile our monthly Digital Digests including Glenn Roadley, Olivia Beavers, Milo Philipps, and Clare Dean. Our Editor Jan Freedman has shared thanks to the Editorial Board for their valued support: Bethany Palumbo, Paolo Viscardi and Rob Huxley.

NatSCA would like to extend special thanks to those trustees stepping down from committee this year. Donna Young will be retiring following a long period of special leave, having been part of the NatSCA committee since its merger of the Biological Curators Group and Natural Sciences Conservation Group. Donna has been instrumental in successful delivery of our conferences, as well as successful ongoing running of NatSCA. We would also like to recognise the fantastic contributions of our long-standing Treasurer Holly Morgenroth, who is stepping down this year. Both will be very much missed. Former Chair Paolo Viscardi and SPNHC representative Bethany Palumbo will also be stepping back as trustees, but will be retaining roles for NatSCA as co-opted Subject Specialist Network Rep and SPNHC Rep respectively. We look forward to working with both of them.

## 7. Next AGM venue

To be announced

## 8. Close

The meeting closed at 6.35pm

**NATURAL SCIENCES COLLECTIONS ASSOCIATION**

England & Wales - Charity number 1186918

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# Accounts

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# Annual Return to the Charities Commission - Trustees' Annual Report



**Charitable Incorporated Organisation Name:**

Natural Sciences Collections Association (NatSCA)

**Registration Number:**

1186918

**Address:**

c/o Yvette Harvey, NatSCA Secretary  
Royal Horticultural Society  
RHS Garden Wisley  
Woking, Surrey  
GU23 6QB

**Trustee Names:**

Trustees for the reporting period 1/2/2020 - 31/1/2021:

***Trustees between 1/2/2020 to AGM elections on 14/5/2020:***

Jack Ashby

Clare Brown

Amanda Callaghan

Jan Freedman

Jen Gallichan

David Gelsthorpe

Isla Gladstone

Yvette Harvey

Kirsty Lloyd

Lucie Mascord

Holly Morgenroth

Maggie Reilly

Glenn Roadley

Paolo Viscardi

Donna Young

***Trustees appointed at NatSCA's AGM on 14/52020:***

Jack Ashby

Clare Brown

Amanda Callaghan

Jan Freedman

Jen Gallichan

David Gelsthorpe

Isla Gladstone

Yvette Harvey

Kirsty Lloyd

Lucie Mascord

Holly Morgenroth

Bethany Palumbo

Glenn Roadley

Paolo Viscardi

Donna Young

**Structure:** NatSCA is a Charitable Incorporated Organisation run by elected volunteer trustees from its membership.

NatSCA is managed according to a Constitution of a Charitable Incorporated Organisation with voting members other than its charity trustees. This states that NatSCA must have a minimum of nine and maximum of 15 trustees. Named trustee roles to ensure key functions operate are: Chair, Secretary, Membership Secretary, Treasurer, Editor. Ordinary member trustees support NatSCA's delivery of training, conference, social media and online blog, website, advocacy, conservation, awards and bursaries.

According to NatSCA's constitution, all trustees retired from office at our first annual general meeting of members of the CIO in May 2020. At every subsequent AGM one-third (or number nearest to one-third if not a multiple of three) of the trustees retire by rotation according to those who have been longest in office. Vacancies are advertised to the membership and wider NatSCA community through our website, email lists and social media channels, and filled by decision of the members at the AGM.

### **Annual Activities and Objectives:**

NatSCA supports natural science collections and the people who work with them, to improve care, access and enjoyment for all. We are UK-based but welcome international members and users.

NatSCA's objects are to:

- (1) to advance the education of the public in the care and use of natural sciences collections and specimens.
- (2) to promote for the benefit of the public the highest standards in the preparation, care, conservation, management, interpretation and research of natural sciences collections and specimens.
- (3) For the benefit of the public to promote the science of natural sciences collections conservation and curation.

The CIO's objects are achieved through: training workshops, seminars & conferences; peer-reviewed journal; networking opportunities; website & sector resources; member bursaries; member project grants; advocacy.

### **NatSCA's achievements and performance 1/2/2020 - 31/1/2021**

The following report is a record of the Annual General Meeting of the Natural Sciences Collections Association (NatSCA) 2021, at which trustee annual reports detailing what has been achieved by NatSCA for public benefit were presented to our members. Minutes and annual reports from NatSCA's AGMs are also published in print and online in our *Journal of Natural Science Collections*.

# NatSCA AGM 2021

1.50pm, 27<sup>th</sup> May 2021

Zoom

## MINUTES



### 1. Attendees

Jack Ashby, Clare Brown, Amanda Callaghan, Jennifer Gallichan, Isla Gladstone, Yvette Harvey, Kirsty Lloyd, Lucie Mascord, Holly Morgenroth, Bethany Palumbo, Glenn Roadley, Paolo Viscardi, Donna Young.

### 2. Apologies for absence

Jan Freedman, David Gelsthorpe.

### 3. Matters arising from Minutes of AGM Thursday 14<sup>th</sup> May 2020, held on Zoom as published in *Journal of Natural Science Collections* 8: 73-83 (2021)

Proposal to accept the minutes of the 2020 AGM, including any amends from matters arising, as an accurate record:

Proposer: Simon Moore

Seconder: Laura McCoy

### 4. Reports:

## Secretary's Report: Yvette Harvey

Nine Zoom committee meetings have been held since the last AGM. Trustees have faced challenges at work and home over the past year due to the global pandemic, affecting meeting attendance. Please see below ( - denotes special leave):

	18.vi. 2020	30.vii. 2020	27.viii. 2020	24.ix. 2020	29.x. 2020	17.xii. 2020	21.i. 2021	25.ii. 2021	22.iv. 2021
Jack Ashby	y	y	y	y	y	y	y	Y	y
Clare Brown			y	y		y		Y	y
Amanda Callaghan		y			y		y		
Jan Freedman					y				
Jennifer Gallichan	y		y	y	y	y	y	Y	y
David Gelsthorpe	y	y	y	y	y	y	y	Y	y
Isla Gladstone	y	y	y	y	y	y	y	Y	y
Yvette Harvey	y	y	y	y		y	y	y	y
Kirsty Lloyd	-	-	-	-	-	-	y	y	y
Lucie Mascord	y	y			y		y	y	y
Holly Morgenroth	y			y	y	y	y	y	y
Bethany Palumbo	y	y	y	y		y	y	y	
Glenn Roadley	y			y	y	y	y	y	y
Paolo Viscardi	y			y	y		y	y	
Donna Young	y	y	y	y	y	y	-	-	-

## Treasurer's Report: Holly Morgenroth


Accounts summary 01.02.2020 - 31.01.2021

Income		2020-2021	2019-20	Expenditure		2020-2021	2019-20
<b>Institutional Subscriptions</b>				<b>Running costs</b>			
Previous Years	80		239	Committee Expenses	- 537		- 4,244
Current Year (bank)	2,624		1,942	Website	- 867		- 459
Current Year (PP)			39	Stationery	- 73		- 5
Future Years	40		-	Postage	-		-
		<b>2,744</b>	<b>2,220</b>	Data Protection	- 35		- 35
						<b>- 1,512</b>	<b>- 4,743</b>
<b>Personal Subscriptions</b>				<b>Workshops</b>			
Previous Years	64		180	Conservation	-		- 209
Current Year	5,087		3,817	Entomology	-		- 1,075
Current Year (PP)			68	Basics 2020	- 437		- 582
Future Years	113		60	Funding	-		- 786
		<b>5,265</b>	<b>4,125</b>			<b>- 437</b>	<b>- 2,652</b>
<b>Workshop Income</b>				<b>Conference</b>			
Entomology	75		1,645	2019	- 200		- 8,302
Basics 2020	1,279		780				
			2,144			<b>- 200</b>	<b>- 8,302</b>
		<b>1,354</b>	<b>4,569</b>	<b>Publications &amp; Information Provision</b>			
<b>Conference Income</b>				2018 Journal print & postage			- 1,916
2019	780		10,992	2019 Journal print & postage	- 1,748		- 20
2018	-		22			<b>- 1,748</b>	<b>- 1,936</b>
		<b>780</b>	<b>11,014</b>	<b>Charitable</b>			
<b>Donations</b>				2019 Bill Pettit Fund	- 1,840		- 1,105
Donations	19			Bursaries	-		- 500
		<b>19</b>		Sector support	-		- 100
<b>Other</b>						<b>- 1,840</b>	<b>- 1,705</b>
Misc.	-		94	<b>Other</b>			
Bank interest	17		45				
		<b>17</b>	<b>139</b>				
<b>TOTAL INCOME</b>		<b>10,179</b>	<b>22,067</b>	<b>TOTAL EXPENDITURE</b>			
						<b>- 5,737</b>	<b>- 19,339</b>



OUTSTANDING EXPENDITURE	
Bill P	£ 3,524
Journal	£ 1,600
	£ 5,124
EXPECTED INCOME	
	£ -

Cash Flow Statement			
01.02.2020	Current a/c	£ 21,259	
	Deposit a/c	£ 22,475	
	Paypal a/c	£ 107	
			£43,842
31.01.2021	Current a/c	£ 10,811	
	Deposit a/c	£ 37,492	
	Paypal a/c		
			£48,303
NB Adjusted balance			£43,179
			<b>£ 663</b>

Charity Commission report for signing after AGM approval

	CHARITY COMMISSION FOR ENGLAND AND WALES	Natural Sciences Collections Association		1188918		CC16a
		<b>Receipts and payments accounts</b>				
		For the period from	Period start date	To	Period end date	
			01.02.2020		31.01.2021	
<b>Section A Receipts and payments</b>						
		<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>	<b>Total funds</b>	<b>Last year</b>
		to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>						
		2,744	-	-	2,744	2,320
	Institutional subscriptions					
		5,865	-	-	5,865	4,185
	Personal subscriptions					
		1,354	-	-	1,354	4,509
	Workshops					
		790	-	-	790	11,011
	Conferences					
		17	-	-	17	45
	Bank interest					
		-	-	-	-	81
	Misc					
		18	-	-	18	-
	Donations					
		-	-	-	-	-
		-	-	-	-	-
	Sub total (Gross income for AR)	10,179	-	-	10,179	22,007
<b>A2 Asset and investment sales, (see table)</b>						
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Sub total	-	-	-	-	-
<b>Total receipts</b>						
		10,179	-	-	10,179	22,007
<b>A3 Payments</b>						
		1,511	-	-	1,511	4,743
	Running costs					
		437	-	-	437	2,652
	Workshops					
		200	-	-	200	9,302
	Conferences					
		1,749	-	-	1,749	1,626
	Publications & information provision					
		1,848	-	-	1,848	1,162
	Bill Peck Memorial Fund					
		-	-	-	-	500
	Bursaries					
		-	-	-	-	100
	Sector support					
	Sub total	5,737	-	-	5,737	19,338
<b>A4 Asset and investment purchases, (see table)</b>						
		-	-	-	-	-
		-	-	-	-	-
	Sub total	-	-	-	-	-
<b>Total payments</b>						
		5,737	-	-	5,737	19,338
	Net of receipts/(payments)	4,442	-	-	4,442	2,739
	A5 Transfers between funds	-	5,000	-	-	-
	A8 Cash funds last year end	43,842	-	-	43,842	41,113
	Cash funds this year end	43,284	5,000	-	48,284	43,842

**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
<b>B1 Cash funds</b>		43,284	5,000	-
	<b>Total cash funds</b>	<b>43,284</b>	<b>5,000</b>	<b>-</b>
	(agree balances with receipts and payments accounts)	OK	OK	OK
		Unrestricted funds	Restricted funds	Endowment funds
	Details	to nearest £	to nearest £	to nearest £
<b>B2 Other monetary assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which assets belong	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which assets belong	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Bill Paid 2016	unrestricted	3,284	
	Journal 2020	unrestricted	1,698	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
		Isla Gladstone		27/8/2021
		Yvette Harvey		27/8/2021

Accounts will be signed when agreed at AGM.

Proposer: Laura McCoy

Seconder: Karen Banton

### **Narrative of accounts (prepared for Charities Commission report):**

NatSCA was accepted as a Charitable Incorporated Organisation Register No. 1186918 in December 2019, with new trustees elected in May 2020. However, due to the Covid-19 pandemic it was not possible to open a new bank account and transfer assets from the bank account we held for our previous charity with the same name, Register No. 1098156, until August 2021. This has been reported to members and shared with the Charities Commission, who advised not to report an annual return for the previous charity despite this issue with the bank account (telephone advice Friday 26th November 2021).

### **Financial review:**

- This financial year looks very different to those in NatSCA's recent past due to the Covid-19 pandemic.
- Committee travel expenses have been greatly reduced, and digital costs such as Zoom for meetings and conferences have greatly increased.
- Projects supported by NatSCA's Bill Pettit award have been delayed due to the pandemic. £5,000 has been moved from unrestricted to restricted to demonstrate our commitment to the Bill Petit award.
- We are carefully considering how to use reserves going forwards.

### **Reserves policy:**

NatSCA has worked hard to improve its offer to members over the past few years, and as a result of successful membership drives and events programmes has seen an increase in its reserves. Reviewing our reserves policy in response to this increase was put on hold during the Covid-19 pandemic. Instead, a Risk Register was undertaken by trustees in June 2020 to ensure careful consideration of possible financial impacts of the pandemic and sustainability of NatSCA's activity. Publishing a reserves policy will be a priority for 2021-22 as our activity begins to recover and the immediate future is less uncertain.

## **Membership Secretary's Report: Clare Brown**

**1st February 2020 - 31st January 2021**

For 2020 the membership statistics are as follows:

- 362 members (56 institutional, 306 personal)
- We attracted 123 new members this year.
- 43 members did not renew their membership
- Around 85% of our membership is UK-based, we also have members in 18 other countries.
- 180 members choose to receive a hardcopy of the journal
- There were 13 free/complimentary mailings of the journal either for legal/copyright reasons or networking (British Library LDO, British Library CRO, GCG, Smithsonian Institute Library Gift and Exchanges, ACE, SPNHC, MA, Zoological Record, plus five copies to Agency for the Legal Deposit Libraries).

I must stress that these figures are as accurate as I am able to produce at the moment as there are various outstanding issues that may slightly affect them. However, these are a fair representation of the NatSCA numbers as they stood at the end of January 2021.

A truly strange year has seen a sharp increase in the NatSCA membership numbers. This was mainly due to our online conference in November where members enjoyed free access. We had nearly 70 new members join us in the two months running up to the conference on 19th November.

It has been a privilege to take over from Maggie Reilly as membership secretary this year and I would like to thank her for all her help and patient support as I find my feet. I would also like to thank Justine Aw, Glenn Roadley and Holly Morgenroth who have all been very tolerant and helpful this year.

## **Editor's Report: Jan Freedman**

Volume 8 of the Journal of Natural Science Collections was published in February this year. Members who have requested the hard copy should have received it by now, if you are still waiting, please contact the secretary for a copy. The Volume is also available online and members should have received the password. Again, if anyone hasn't got the password for the online Volume 8, please contact myself.

We are working on a shorter Volume 9 which will be freely available online in the next few months. It includes articles from the November NatSCA conference 'Decolonising Natural Science Collections'. Articles for this Volume are either with reviewers or back with authors for revisions. I am pleased that it will include relevant and interesting articles for our sector as a whole.

The deadline for Volume 10 will be the end of July 2021, so please do contact me if you would like to submit an article about collections work, conservation, or engagement ([editor@natsca.org](mailto:editor@natsca.org)). Volume 10 is scheduled to be published in both print and online versions in January 2022.

Thank you to the Editorial Board for all their assistance in finding peer reviewers: Rob Huxley, Lucie Mascord, Bethany Palumbo, Donna Young and Paolo Viscardi. A special thanks to committee members Jack Ashby and David Gelsthorpe for their support with the articles for Volume 9. Numerous reviewers have assisted and spent time to carefully go through the articles and make recommendations for changes. I am extremely grateful to them for all the time they spend on all the articles for this Journal.

The Notes and Comments online articles have been slower this year, perhaps due to furlough and redeployment as a result of Covid. Please do get in touch if you are interested in either submitting an article to the Journal or a more informal article to the NatSCA Notes & Comments.

## **Conservation Report: Lucie Mascord**

In 2020 the activity of the conservation working group abated somewhat with the challenges imposed by the impact of Covid-19 on our working routines, an experience shared by all.

In January 2021 we ran the #NatSCAConservation Twitter conference, with 14 presentations running over 3 days. Our first experience with a twitter conference was a great success, and the platform allowed us to connect further than we had before. We welcomed international presenters including the Estonian Museum of Natural History and the Fundación de Historia Natural Félix de Azara in Argentina. It also gave us the opportunity to highlight the work from conservation students with an interest in natural history. We plan to publish these talks on the blog in due course.

During this year, work has also started to look at how NatSCA can advocate for the professional conservation sector in an effort to ensure we are promoting the highest standards in natural history conservation. This work will progress through 2021.

Many thanks to the conservation working group; Arianna Bernucci, Vicen Carrió ACR, Julian Carter, Gill Comerford, Natalie Jones, Nigel Larkin, Simon Moore ACR, Bethany Palumbo ACR, Victoria Purewal ACR, and Emilia Kingham, who co-organised the #NatSCA twitter conference.

## **Chair's Report:** Isla Gladstone

NatSCA has worked hard over the past year to adapt our activity to the context of the global pandemic. A Risk Register compiled in June 2020 highlighted the clear need to translate the year's programme to virtual, but also to continue to deliver good member benefits to ensure our sustainability, and low cost content for accessibility. A focus for this has been the delivery of virtual and Twitter conferences which were free for members. These brought steep learning curves for us, but also high attendance figures, international reach and rich legacy content. We have also adapted committee working to virtual, meeting monthly over Zoom.

Despite trustees facing challenging circumstances during the pandemic we have also delivered NatSCA's journal (see Editor's report), the Bill Pettit Award, regular blogs, web content and social media, advice and advocacy, as well as the ongoing running of NatSCA. Unfortunately it has not been possible to deliver training this year due to capacity, but this will be a focus for next year.

Our one-day virtual **conference** on 'Decolonising natural science collections' in November 2020 brought record figures of up to 250 attendees, with 52% not having attended a NatSCA event before and 11% international bookings. The conference was opened by a keynote talk from Miranda Lowe and Subhadra Das updating their landmark paper 'Nature Read in Black and White' – published by NatSCA in 2018 and uniquely accessed over 6,000 times to date. The conference team and speakers worked hard to translate content from our cancelled May 2020 conference to digital, and this has had good legacy including through uptake on the Museums Association's Decolonising pages. Decolonising, anti-racist practice and equality, access and inclusion will be an ongoing focus for NatSCA.

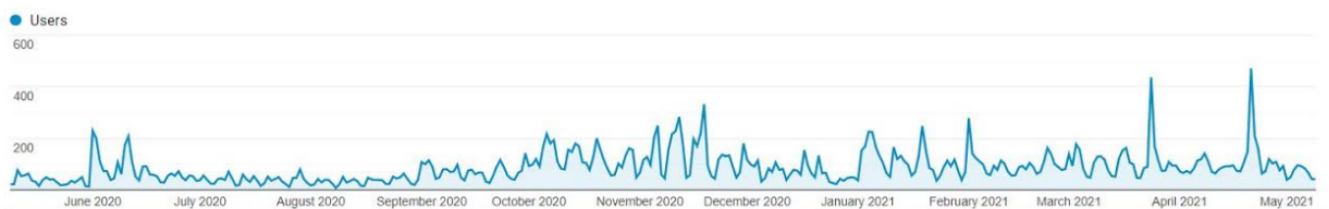
We also delivered our first ever **Twitter conference** (see Conservation Report), and are pleased to be bringing you the second part of our cancelled 2020 conference in May 2021, this time with a focus on environmental crisis, and augmented with some fantastic virtual tours and lightening talks.

Partly as a result of reduced spend on committee travel we have been able to increase our **Bill Pettit Award** for this year. Co-ordinator David Gelsthorpe shares: 'NatSCA was delighted to be able to support three natural science collections projects for a record total of £5,675 in 2021. The projects that support collections care, access and engagement are: Conservation of a Bateman Ichthyosaur specimen at Sheffield Museums Trust, River Otter Beaver Taxidermy at the Royal Albert Memorial Museum, Exeter and improving storage and accessibility of the Marvellous Molluscs at the University of Aberdeen. The challenges of the COVID crisis have meant that the two projects funded in 2020 have been delayed, but are

likely to restart shortly.’ Committee will be continuing to meet mostly virtually, reducing running costs which we can then pass on as benefits or savings to members.

We have seen good use of our **website**, with Glenn Roadley reporting we have had over 24,500 users and over 53,000 unique page views. Our most viewed content has been on the importance of natural science collections, decolonising (with over 5,000 unique page views of Das and Lowe’s 2018 abstract page this year alone, and over 4,750 for our decolonising conference pages), jobs, journal/publications and collections care/conservation. Users were mostly from the UK and US but also from 50 countries internationally. There has been a sustained increase in website use since around September 2020.

*Website data – users May 2020-21:*



Our **blog** editor Jen Gallichan shares: ‘The blog is continuing to gain readers, with the number of visits to our pages, and average number per day both higher compared to previous years. Total visits to blog site 2020 = 10,383 (compared to 7,609 in 2019; 36% increase). We are already on 6,111 for the first 5 months of 2021. We average between 30-40 posts per year.

As you would imagine, the highest number of visitors come from the UK, although we are attracting a good audience from our colleagues in the USA, Australia, and parts of Europe. 2020 saw increased engagement from our colleagues in Brazil, as well as increased numbers of views from colleagues in Canada, Finland, The Netherlands and Ireland.

The most viewed blog posts focus on three principal themes: decolonisation, work during Covid and conservation/collections work. Some of the most read blogs in 2020/21 are the papers and review of our decolonising conference, and decolonising-related blogs about the untold collectors behind the so-called hero collections of Wallace, the botanical collections in RHS Wisley, the East India Company museum and the trophy head collections in Great North Museum: Hancock. Our readers continue to enjoy blogs with a conservation focus, including Paolo Viscardi’s miraculous revival of a frog in ‘Resurrection: 101’ which has been viewed 1,365 times.’

*Blog data - visits to page per month (not incl. May)*

Month	2020-21	2019-20
November	1573	513
December	1146	600
January	1685	718
February	1523	416
March	1360	552
April	1397	1014

*Blog data - coverage*

Country	2019	Country	2020
UK	6593	UK	7050
USA	2036	USA	2966
The Netherlands	343	The Netherlands	609
Australia	317	Finland	525
Germany	301	France	405
India	295	Australia	394
Ireland	237	Germany	377
France	220	Ireland	327
Canada	215	Canada	300
Finland	133	Brazil	257

We have continued to develop good relationships with the Natural History Museum London's national programmes and other key UK natural science institutions. This includes **advocacy** for the integration of wider UK natural science collections within emerging ideas around a UK Distributed System of Scientific Collections (DiSSCo) programme. We have also continued to develop our international **partnerships**, and now have a nominated SPNHC liaison (Bethany Palumbo) and will be partnering with SPNHC and the Biodiversity Heritage Library for our 2022 conference in Edinburgh.

We have written to support two **collections at risk**, and are considering how we can more proactively monitor and support wider collections, including those with no in house subject specialist. We have also supported three research grant applications and two nominations for awards.

Our **User Survey** 2020 was completed by 74 users, 82% based in the UK. This highlighted the very high value NatSCA's users place on community, networking,

access to expertise and knowledge sharing. Users also asked for more training opportunities (including practical and non-specialist training), virtual events, and for NatSCA to improve networking with sector networks. We have made changes in response to the survey already, for example by providing more in depth information about our Bill Pettit grant. We'll be publishing the results and using them to help focus our activity for 2021-22.

## 5. Election of NatSCA committee:

Trustees form a steering committee with obligations to ensure NatSCA meets our mission, ensure good governance and conform to Charity Commission regulations.

Below are the nominees for NatSCA trustee positions standing for election at this AGM. The Membership Secretary has confirmed that those proposed, those proposing and those seconding are all current personal members of NatSCA. No term will exceed three years without re-election.

Below is the nominated candidate for Treasurer:

<b>Nominee</b>	<b>Position</b>	<b>Proposed</b>	<b>Seconded</b>
Holly Morgenroth	Treasurer	Alison Hopper Bishop	Maggie Reilly

There is one vacancy for Treasurer and one nominee.

Below are the nominated candidates standing for Ordinary Member positions on the committee:

<b>Nominee</b>	<b>Position</b>	<b>Proposed</b>	<b>Seconded</b>
Jack Ashby	Ordinary Member	Clare Brown	Mathew Lowe
David Gelsthorpe	Ordinary Member	Rachel Webster	Dmitri Logunov
Lucie Mascord	Ordinary Member	Natalie Jones	Emilia Kingham
Laura McCoy	Ordinary Member	Clare Brown	Simon Moore
Glenn Roadley	Ordinary Member	Olivia Beavers	Lukas Large
Laura Soul	Ordinary Member	Freya Stannard	Kirsty Lloyd

There are six vacancies for Ordinary Members and six nominees.

**Proposal 1:** we propose one 'en bloc' vote for all seven nominees (one nominee for Treasurer, six nominees for ordinary member positions).

Proposer: Karen Banton

Secunder: Helen Fothergill

This was a live digital Zoom poll for only paid up individual members and with a greater than 50% vote required to accept the proposal.

Membership vote result: Yes

**Proposal 2:** all seven nominees (one nominee for Treasurer, six nominees for six ordinary member positions) to be accepted as trustees.

Proposer: Erica McAlister

Secunder: Julian Carter

This was a live digital Zoom poll for only paid up individual members and with a greater than 50% vote required to accept the proposal.

Membership vote result: Yes

## **6. Any other Business**

There was no other business

## **7. Vote of thanks**

Thank you to all of our trustees for their hard work in delivering NatSCA's activity over a challenging year, but one where we have adapted and pulled together. I would like to thank our Secretary (especially for adapting to monthly meetings), Membership Secretary, Treasurer, Journal Editor and Conservation Representative for the fantastic work highlighted in their reports, and to highlight some of the work of trustees not yet named. A special thanks to Glenn Roadley for his leadership in

virtual conferences, supported by Donna Young, Jack Ashby, Justine Aw and the wider conference team; Bethany Palumbo for writing up our user survey; and to Kirsty Lloyd for new ideas about supporting collections at risk.

Our training lead Amanda Callaghan will be stepping down this year due to work pressures, and I would like to thank her for valued contributions. Our collections at risk lead Kirsty Lloyd will also be stepping down due to capacity, but will be continuing to work on collections at risk for NatSCA in a volunteer role.

We have a couple of new recruits compiling our monthly newsletter 'Digital Digest', many thanks to Lily Nadine Wilks, Olivia Beavers and Glenn Roadley. Huge thanks also to our conservation working group, editorial group, and volunteers, and our wider community for all your support and input.

Finally, NatSCA would like to extend a special vote of thanks to Maggie Reilly, who was a NatSCA trustee from 2003 until last year, and our Membership Secretary for many years. Maggie is retiring today from her role as Curator of Zoology at the Hunterian Museum & Art Gallery, Glasgow. We wish Maggie all the best for her retirement, and extend special recognition for all the support she has given to the natural sciences community over the years.

## **8. Next AGM venue**

The Society for the Preservation of Natural History Collections (SPNHC), Biodiversity Heritage Library (BHL) and NatSCA 2022 conference: **4-10<sup>th</sup> June, Edinburgh**

## **9. Close**

The meeting closed at 2.20 pm.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Natural Sciences Collections Association

1186918

## Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01.02.2020		31.01.2021

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Institutional subscriptions	2,744	-	-	2,744	2,220
Personal subscriptions	5,265	-	-	5,265	4,125
Workshops	1,354	-	-	1,354	4,569
Conferences	780	-	-	780	11,014
Bank Interest	17	-	-	17	45
Misc	-	-	-	-	94
Donations	19	-	-	19	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>10,179</b>	<b>-</b>	<b>-</b>	<b>10,179</b>	<b>22,067</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>10,179</b>	<b>-</b>	<b>-</b>	<b>10,179</b>	<b>22,067</b>
<b>A3 Payments</b>					
Running costs	1,512	-	-	1,512	4,743
Workshops	437	-	-	437	2,652
Conferences	200	-	-	200	8,302

Publications & Information provision	1,748	-	-	1,748	1,936
Bill Pettit Memorial Fund	1,840	-	-	1,840	1,105
Bursaries	-	-	-	-	500
Sector support	-	-	-	-	100
<b>Sub total</b>	<b>5,737</b>	<b>-</b>	<b>-</b>	<b>5,737</b>	<b>19,338</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total payments</b>	<b>5,737</b>	<b>-</b>	<b>-</b>	<b>5,737</b>	<b>19,338</b>
<b>Net of receipts/(payments)</b>	<b>4,442</b>	<b>-</b>	<b>-</b>	<b>4,442</b>	<b>2,729</b>
<b>A5 Transfers between funds</b>	- 5,000	5,000	-	-	-
<b>A6 Cash funds last year end</b>	43,842	-	-	43,842	41,113
<b>Cash funds this year end</b>	<b>43,284</b>	<b>5,000</b>	<b>-</b>	<b>48,284</b>	<b>43,842</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>		43,284	5,000	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>43,284</b>	<b>5,000</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>



<b>B2 Other monetary assets</b>	<b>Details</b>	<b>to nearest £</b>	<b>to nearest £</b>	<b>to nearest £</b>
			-	-
			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

<b>B3 Investment assets</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
			-	-
			-	-
			-	-
			-	-
			-	-

<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
			-	-
			-	-
			-	-

<b>B5 Liabilities</b>	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
	Bill Petit 2019	unrestricted	3,524	
	Journal 2020	unrestricted	1,600	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Isla Gladstone	27/5/2021
	Yvette Harvey	27/5/2021