

## Rapid Response Network Annual Members' Meeting and Emergency Preparedness Training, Thursday 22nd May 2014 Edward Boyle Library, University of Leeds.

All RRN member organisations are requested to send at least one delegate to this meeting as we need to be quorate. Prospective members are also welcome. **Please email the name of attendees and organisation** to: [admin@rapidresponsenetwork.org.uk](mailto:admin@rapidresponsenetwork.org.uk)

### Programme

10.15 Arrival, networking

10.35 Introductions

10.40 Annual General Meeting Agenda:

1. Elect Chair for meeting
2. Report from Management Committee
3. Status Report: Accounts, 2013/14
4. New subscription framework and subscription rate for 2014/15
5. RRN strategy ratification
6. Election of Management Committee for 2014/15 – the present committee will stand down (but may be re-elected); we would like to encourage members to be part of the committee and have vacancies for the Treasurer and a representative from a small museum service. We would welcome, particularly, those with skills in marketing, fundraising and website development and those who are interested in building regional partnerships.
7. Any other business

11.30 Caroline Rawson, Conservator, English Heritage: Prevention and emergency preparedness, including structuring a salvage and response team

11.50 Sandra Howe, Conservator, National Trust: Case studies of emergency situations and how lessons learned can aid improvements to the emergency planning cycle

12.10 Questions and thanks

Those staying for the afternoon salvage workshop to be run by our speakers – or those who simply wish to stay and network over the lunch break - can bring a packed lunch to the venue or there are cafes nearby in the Students' Union or on Woodhouse Lane.

The Edward Boyle Library is on the main campus on Woodhouse Lane. Location and access:

[http://www.leeds.ac.uk/info/20014/about/157/how\\_to\\_find\\_us](http://www.leeds.ac.uk/info/20014/about/157/how_to_find_us)

Parking for visitors on campus is provided in the visitors' car park within Orange Zone and is charged at £5 per day but space cannot be guaranteed. However there are several city centre car parks nearby including a multi-storey just 5 minutes' walk away: <http://www.leeds.gov.uk/citycentrecarpark>