



Rapid Response Network Annual Members' Meeting and training, Monday 21st May 2018, West Yorkshire History Centre.

Notification and Agenda

All RRN members are invited to attend the AGM to be held at the **West Yorkshire History Centre, 127 Kirkgate, Wakefield, WF1 1JG**. All member organisations are requested to send **at least one delegate** to this meeting to ensure that we are quorate. Prospective members are also welcome.

The RRN management committee will step down on the 21st of May. As well as ordinary committee members we will need a Chair and a Treasurer. **Please send your nominations before May 18th** to: admin@rapidresponsenetwork.org.uk or for more information call Sharon Connell on 0113 343 6375 or see our [website](#).

Please click [Eventbrite](#) and follow online instructions to book.

If you are unable to attend, please circulate this information to other colleagues in your organisation.

If you cannot attend the AGM and would like to appoint a proxy to vote on your behalf at the meeting, please contact admin@rapidresponsenetwork.org.uk . **You will be able to appoint a proxy until Thursday 18th May 2018.**

Tea/coffee on arrival will be provided.

The AGM will be followed by presentations on the common issues of managing hazards in collections and damp and moisture problems in buildings, by our guest speakers Emma Bowron, Conservator Leeds Museums and Galleries and Jagjit Singh, Mycologist and Building Pathologist, Environmental Building Solutions Ltd. (<http://www.ebssurvey.co.uk/>). A Q&A will follow where you will have a chance to discuss issues you may have relating to building and collection hazards. See below for more details.

Programme

10.00 Arrival and coffee at the West Yorkshire History Centre, Wakefield.

10.30 Learning Zone - introductions

10.35 Annual General Meeting. Agenda:

1. Elect Chair for meeting
2. Report from Management Committee
3. Status Report: Accounts, 2017/18
4. Subscriptions vote
5. Election of Management Committee for 2018/19 – the present committee will stand down (but may be re-elected)

6. Any other business

11.20 Emma Bowron, ACR. Emma will discuss the management framework for hazardous collections at Leeds Museums and Galleries, including an outline of their approach to dealing with hazardous objects within the context of emergency planning and preparedness.

11.45 Dr. Jagjit Singh. Jagjit works regularly with heritage organisations providing independent scientific advice and analysis on almost every aspect of building problems in modern and historic structures. In a presentation entitled, *Damp, moisture, environment, moulds and health hazards in museums, archives and heritage buildings: building pathology and sustainable conservation solutions*, he will examine damp and moisture problems in buildings including mould and pests, environmental health issues and monitoring and drying out water damaged buildings after fires or floods.

12.45 Questions/discussion and thanks

13:00 Tour of the West Yorkshire History Centre with Archivist David Morris.

Members are invited to stay and look at the exhibition on display. Tea and coffee is available onsite, however there are many sandwich shops and eateries within the locality. The Hepworth Gallery is also a short walk away.

Location and Travel

The West Yorkshire History Centre is located in the Kirkgate area of Wakefield in the city centre. It is easily accessible by train, bus and car being within easy reach of the M1, M62 and A1 motorways. There are also two train stations and a bus station.

Car Parking.

There is no car parking at the West Yorkshire History Centre but there is a pay and display car park situated on Brunswick Street which charges £2.50 for the day.

Please note that the West Yorkshire History Centre has three blue badge car parking spaces onsite that are available for blue badge holders. The building is fully wheelchair accessible.

Train.

We are approximately a 5 minute walk from Wakefield Kirkgate Railway Station and a 20 minute walk from Wakefield Westgate Railway Station. There is also a free city bus from Wakefield Westgate Station to Wakefield Kirkgate Station.

Journey Planning.

To plan your journey using public transport, visit <http://planner.wymetro.com/lts/#/travellInfo>
<http://www.wyjs.org.uk/archive-services/>