



A Charity Registered in Scotland No. SC005256

## **Business Archives Council of Scotland 67th Annual General Meeting**

A meeting held in-person at The Scotch Whisky Experience, 354 Castlehill, Edinburgh, EH1 2NE, Thursday 12th June 2025, 13:05

### **Present**

Convenor - Amanda Noble  
Honorary Treasurer – Rosemary Hall  
Communications Officer - Dawn Stewart  
Business Archives Surveying Officer – Rachael Muir  
Jo Dixon  
Catriona Perry  
Cheryl Traversa  
Dawn Stewart  
Katherine Chorley

### **1. Apologies for absence**

Anthony Slaven  
Kirsten Kininmonth  
Kiara King  
Andrew MacGregor  
Dr Christopher Cassells  
Jim Brown  
Linda Marie Brown

### **2. Approval of minutes**

The minutes of the 65th Annual General Meeting of the Business Archives Council of Scotland held 8th December 2024 were approved. *(Proposed: Cheryl Traversa; Seconded: Karyn Williamson)*

### **3. Matters arising:**

None

### **4. Election of Officers and Honorary Members**

All existing officers have indicated their desire to remain on the committee; we have had no new

nominations, therefore the BACS Officers for 2025/2026 will be

President: Anthony Slaven

Convenor: Amanda Noble

Deputy Convenor: Kiara King

Honorary Treasurer: Rosemary Hall

Communications Officer: Dawn Stewart

Events Officer Karyn Williamson

Secretary: Samantha Case

Surveying Officer: Rachael Muir

These elections were unanimously carried. *Proposed: Catriona Perry; Seconded: Cheryl Traversa*

## **5. Election of the Executive Committee**

There are a couple of minor changes to the committee this year. After several years on the committee and as editor of the journal Prof. Ray Stokes has indicated his desire to step down. We'd like to sincerely thank Ray for his contribution of the years. We have also had three new nominations – Jo Dixon, National Records of Scotland, Kevin Wilbraham, Edinburgh University and Neil Rollings, Centre for Business History, Glasgow University.

Otherwise, the remaining committee members have indicated their desire to remain on the committee:

Andrew MacGregor

Cheryl Traversa

Prof. Ray Stokes,

Dr Christopher Cassells

Dr Kirsten Kininmonth

These elections were unanimously carried. *Proposed: Amanda Noble; Seconded: Dawn Sinclair*

## **6. Presentation of Annual Report and Accounts for 2024/25**

### **a. Convenors report:**

Details are per annual report. Highlights include:

Firstly, the success of our partnership with the Business Archives Council in delivering both an annual conference and regular Business Bites events. Last year's conference, generously hosted by The Macallan in Glasgow, was a great success, bringing together professionals from across the sector and welcoming attendees from beyond Scotland.

Secondly, the relaunch of the *BACS Journal - Business and Industrial History: A Journal of Archival Research*, with invaluable support from the Centre for Business History at the University of Glasgow. It has taken considerable effort to reach this milestone, but I'm delighted to announce that the journal has been printed and will soon be sent to members. A special thanks to the editorial board and, in particular, Kiara King for her dedication in ensuring its completion.

### **b. Honorary Treasurer's Report:**

Details as per annual report.

There was a surplus for the year of £7,556. The Council's main income came from the annual conferences held jointly with BAC (Business Archives Council). The Council received the income for 2

conferences in the financial year 2024-2025: those held in 2023 and 2024. Further income is from the subscriptions from Members. The principal expenses for the year were the costs of hosting the AGM and the annual conference. Reserves of £15,983 are felt to be adequate for the Council to maintain its activities.

*Proposed: Dawn Sinclair; Seconded: Jo Dixon*

**c. Business Archives Surveying Officer Report:**

Details as per annual report.

Highlights include: the completion of 18 survey visits, and a 21.6% success rate. The rollout of a thematic survey approaching companies and organisations within the Scottish forestry and timber trade and three successful cases of records having been safely deposited that were initially at risk. This included the archive of Craig & Rose, paint manufacturers now in Edinburgh City Archive; the records of Charles Henshaw & Sons, architectural metalworkers, and the records of the John Muir Trust now transferred to Highland Archives.

**7. Election of independent examiner of the annual accounts**

Amanda Noble thanked Professor Ray Stokes for his examination of the 2024/25 annual accounts. We are currently looking for an examiner for next year and will update members when one has been found.

**8. A.O.C.B.**

On behalf of the BACS executive committee Amanda thanked the organising committee especially Rachael Muir and Gabi Zurawowicz and the team at The Scotch Whisky Experience for their work on ensuring the success of our conference and AGM.