



ANNUAL GENERAL MEETING

Saturday 2nd March 2024 9.30am - 4.30pm
Regent's University London

Please read ahead of the meeting and retain for reference. If you are attending the AGM please bring your copy with you as there will only be a limited number of copies available

PROGRAMME

- 09:30 Doors open for the AGM Day! Enjoy a welcome coffee and a piece of cake to celebrate 30 years of CLAS
- 10:15 AGM commences. Please kindly be on time – the Agenda is shown on page 2*
- 11:15 Meet and chat with members of CLAS and the Committee
- 12:00 'The Royal Room' with guest speakers Tim Noad and Ewan Clayton
- 12:30 Lunch Break and time to enjoy the scheduled activities. Save some time to shop for your painting and calligraphy supplies.
- 15:00 Presentations/Announcement of the Brian G. Walker Prize winner
- 15:15 Afternoon Lecture by Paul Antonio
- 16:30 End of Event

**The AGM morning session is limited to members only. Registered non-members and friends are invited to attend the other exciting activities throughout the day.*

ACTIVITIES AT A GLANCE

- Demonstrators: Joy Daniels and Janet Smith will demonstrate their calligraphy skills with a focus on copperplate and the pleasures and challenges of creating family trees.
- Fellow in Residence: Cathy Stables, FCLAS, will show work that reflects her passion for gilding and illumination, often inspired from nature.
- 'The Royal Room': Tim Noad and Ewan Clayton will share their experience in designing the royal cyphers and more.
- Afternoon Lecture: '3500 Years of the Western Alphabet' with Paul Antonio. In addition, Paul will also demonstrate 'Fraktur' throughout the afternoon.
- Art & the Letter 28th Hybrid Exhibition: Physical and digital entries will be on display.
- CLAS Fellows' Exhibition: A display of work by our accredited CLAS Fellows.
- CLAS Help Desks: Seek advice on our academic activities, tutoring and available support.
- 'Looking after the tools of your trade': Join these mini exercise sessions with Nicky Garforth, to help relieve stiffness, tension and tightness in the hands, wrists, upper back, and neck.
- Take and Donate Table: Sale of some second-hand calligraphy material, books and magazines. A selection of brand-new back issues of The Edge will also be available for purchase.

Pop-up Shops: Shepherds Bookbinders - Paper sales. Penman Direct - Sale of calligraphy and art materials.
Calligraphy - Calligraphy and lettering book sale.

BUSINESS MEETING AGENDA

10:15am Tuke Hall

1. Housekeeping
2. Minutes of AGM held 4th March 2023 (*vote for approval*)
3. Matters Arising
4. Officers' Annual Reports
 - a. Chairman
 - b. Treasurer, including Statement and Adoption of Accounts (*vote for approval*)
 - c. Management Committee Report Summary (*full copies in this publication*)
 - d. CLAS Academic Standards Board Report Summary (*full copies in this publication*)
5. Proposals (*vote for approval*)
6. Election of Officers
7. Any other Business

1 – HOUSEKEEPING

Please ensure mobile phones are turned off, or on silent during the meeting, presentations, and lecture. Please respect each other's comfort zones. If you have entered Art & The Letter, or the Fellows' exhibition, please remember to collect your packaging and artwork at the end of the day. Photos of exhibits only after 1pm to allow people to view the work more easily. A reminder that the Business Meeting section is for CLAS members only.

2 – MINUTES (2023)



Registered Charity No: 1046526

Minutes of the Annual General Meeting of the Calligraphy and Lettering Arts Society held at Regent's University, London on Saturday 4th March 2023 at 10.15am

The Chair welcomed delegates to the 2023 CLAS AGM and officially opened the meeting at 10.52am.

1. Housekeeping

Present :

Chair	<i>Tony J Woodhams</i>
Treasurer	<i>Jenny Wholley</i>

Members of the Management Committee and Members of the Society.

Apologies for absence were received from Gail Mitchell, Janet Smith and Satvinder Nandhra.

158 member delegates were recorded in the register.

Tony introduced the order of the meeting and events available to delegates after the business part of the meeting.

2. Minutes of 2022 AGM

Following the proposal by Mary Noble, seconded by Bob Alldred, a vote was taken by show of hands with the vast majority in favour of accepting the minutes of the last AGM held on 5th March 2022 and were agreed as a true and correct record of the meeting.

3. Matters Arising

No questions were raised and there were no matters arising from the previous AGM minutes.

4. CLAS Chairman and Officers' Annual Reports

A full version of the Chairman and Officers' Reports for 2022 had been previously circulated to all members by email (using the Mailchimp service). Additional copies were available from the front of the lecture hall.

a. CLAS Chairman's Report

Tony read the Structure, Governance and Management of the Society from pages 6 & 7 of the AGM pack. Tony highlighted some of the key points from the Officers' Reports.

Additionally, Tony emphasised the need for a volunteer, or a local group, to take the post of Festival Director for Festival 2024, especially as the 30th Anniversary of the Society will be celebrated next year. Anyone / group interested in this role to please contact Tony as soon as possible.

Tony paid tribute to Stan Knight who died on 1st March 2023.

No questions for the Chair were raised.

b. Treasurer's Report, Statement of Accounts & Financial Report : Jenny Wholley

The accounts had been circulated to members in the AGM booklet. No questions were raised by the audience and following the proposal by Gwyneth Hibbett, seconded by Sylvie Gokulsing, a vote was taken by show of hands with the majority accepting the accounts as published and no objections. Jenny recorded her thanks to Jo Sheehan in her role as the Independent Examiner,

For Membership Fees, Jenny encouraged members to consider the use of electronic payment methods (direct debit, bank transfer or credit/debit cards through the PayPal account) rather than by cheque wherever possible.

No questions for the Treasurer were raised.

c. Management Committee Report Summary

Full copies of the Management Committee reports were available in the AGM booklet.

d. CASB: Josie Brown

Josie highlighted the following points from the published report:

Certificate of Calligraphy – the revised assessment criteria and leaflet will be available in print and on the website soon.

Specialist Skills Award – this replaces the ‘Certificate of Skills’. Most SSA courses will be delivered online, in-person or as a hybrid of the two. Again, the revised course list and leaflet will be available in print and on the website soon. A new SSA – Alternative Tools – is imminent.

National Diploma – Josie explained the changes to the post and packaging for new submissions from March 2023. All work will be returned to candidates using a ‘tracked and signed-for’ service. Supporting information for Diploma candidates has been updated on the CLAS website including a gallery of work at each of the three levels, list of mentors, informative videos and course list.

LiveOnline – CASB is looking for a volunteer to undertake the role of LiveOnline Administrator – training, support and a long handover from the current Administrator are available.

Charitable Activities – Josie reported that several long-standing Regional Affiliated Groups are closing due to lack of support. CASB is seeking a volunteer for the role of Education Liaison Officer to promote CLAS to those wishing to learn Calligraphy through adult, further and higher education facilities. An information booklet about the educational opportunities CLAS offers (based on the February’23 issue of *the Edge*) will be sent to colleges and education centres with particular emphasis on targeting a younger audience.

5. Proposals

Amendment to the CLAS Constitution – Electronic Payments

Tony brought the proposal forward from “Any Other Business” to amend the Constitution to allow ‘electronic payments’ as historically it only mentioned cheque payments; and as electronic payments are now the default payment mechanism.

A vote by show of hands was taken following the formal proposal on electronic payments, seconded by Meg Chapman. The result was unanimous in favour with no objections.

6. Election of Trustees and Officers

All Officers are elected to serve for three years. Elected Officers become Trustees of the Society under the Charity Commission’s rules.

Following the proposal by Tony Woodhams and seconded by Bob Alldred, the following were voted in “en-masse” as Trustees of the Society by a unanimous vote of hands. The Trustees along with co-opted and ex-officio officers form the CLAS Management Committee. The co-options will take place at the first Management Committee meeting after the AGM.

Trustees	
Chairman	Tony J Woodhams
Treasurer	Jenny Wholley
Membership	Meg Chapman
Exhibition Officer	Jeff Bailey
Copperplate Special Interest Group	Alejandra Gonaldi
Social Media	Satvinder Nandhra
AGM Co-ordinator	Sarah Walker
Webmaster	Anne-Marie Delaney
Regional Affiliated Groups (RAG) Officer	Barbara Alldred
CLAS Academic Standards Board (CASB)	Josie Brown
Editorial Board Representative	Jane John
Administrative Secretary	Dave Cowan

Co-opted and ex-officio members of the Management Committee as well as sub-committees are voted in by the Trustees.

7. Any Other Business

Tony invited items for 'Any Other Business' from the panel and audience. None were recorded.

Tony recorded his thanks on behalf of everyone involved in organising and attending the AGM.

There being no further business, the Chairman closed the business meeting at 11.14am.

Tony asked delegates and visitors to return to the auditorium and be seated by 1.55pm for the afternoon session to re-commence at 2pm – for the presentations and the lecture by Dr Colleen Curran.

Presentations

Tony welcomed delegates back to the auditorium.

CASB – Accredited Tutor

- Josie Brown presented Els Van den Steen with her Certificate of Accredited Tutor Status

CASB – Heraldry SSA

- Tim Noad presented Heraldry SSA certificates to
 - Tessie Hooley
 - Vincent Daniels
 - Dave Evans
 - Gwyneth Hibbett
 - Linda Lewis
 - Steve Emberton

CASB – Copperplate SSA

- Dave Simons presented Copperplate SSA certificates to
 - Helen Gibbs
 - Alejandra Gonaldi
 - Eileen Sherman
 - Marianne Harman
 - Andrew Baker
 - Sue Enticott
 - John Francis

Certificates will be forwarded to the following

- Valerie Ware
- Theresa Stephens
- Jeni King

Art and the Letter

The awards were made for the Art & The Letter submissions in the following categories:

- Most Promising Beginner Julia Wilkin
- Most Promising Beginner Runner-up Mary Fraser
- Most Technically Skilled Liz Barrow
- Most Creative Gwyneth Hibbett
- Highly commended (Shared) Kate Gravestock and Elaine Gillingham
- Members Choice Digital Gwyneth Hibbett
- Members Choice Physical (Shared) Gwyneth Hibbett and Celia Lister

The Brian G Walker Prize

The prize was awarded to Martin Holcombe who will receive the £100 and the print of '*16 lowercase letter g's*' from the Brian G Walker Collection.

Afternoon Lecture

Tony introduced and welcomed Dr Colleen Curran from Trinity College, Dublin. Dr Curran has a PhD in Palaeography from Kings College - to the stage to present her lecture about the 'History of the lowercase g'.

Following the engaging presentation, Tony thanked Dr Curran on behalf of the members.

There being no further business, Tony closed the AGM at 3.05pm.



CHAIRMAN'S ANNUAL REPORT 2023/4

The Calligraphy and Lettering Arts Society (CLAS)
is a Charity registered with the Charity Commission No 1046526

The following were Trustees / Committee Members in 2023/4:

Management Committee

Chairman	Tony Woodhams	Trustee 1
Treasurer	Jenny Wholley	Trustee 2
Membership Secretary	Meg Chapman	Trustee 3
Exhibition Officer	Jeffrey Bailey	Trustee 4
CSIG Representative	Alejandra Gonaldi	Trustee 5
Social Media Officer	Satvinder Nandhra	Trustee 6
AGM Coordinator	Sarah Walker	Trustee 7
Webmaster	Anne-Marie Delaney	Trustee 8
Regional Affiliated Group Officer	Barbara Alldred	Trustee 9
Administrative Secretary	Dave Cowan	Trustee 10
CASB Chair	Josie Brown	Trustee 11
Editorial Board Representative	Jane John	Trustee 12
Archivist	Alison Allan	Co-opted 1
Festival Director	Lou Goolnik	Co-opted 2
Festival Administrator	Charm Brown	Co-opted 3
Festival Director 2025	Donna Deeks	Co-opted 4
Art & The Letter Officers	Julie Tallant & Nicky Walker	Ex officio

Structure, Governance and Management

The Society is constituted by a Deed of Trust agreed by the Charity Commission. Membership is open to all over the age of 18 who support the aims of the Society.

Within the membership are Honoured Fellows who are calligraphers and lettering artists of high attainment and others of experience and high repute who have made a significant contribution to calligraphy and lettering; Fellows who are calligraphers and lettering artists who have achieved a high level of technical competence and have been successful when submitting their work for assessment; students in full time education who pay a reduced subscription; Honorary Members who are honoured by invitation; and Group Affiliation for Local Calligraphy Groups who wish to affiliate to the Society.

The Society is run by the Management Committee, which is the decision-making body with decisions being taken by majority votes. The 2023/24 Management Committee was made up of 12 Trustees, plus 4 co-options, all given specific roles and additional ex-officio members with specific remits.

Co-opted and ex-officio members of the Management Committee are voted in by the Trustees of the Society. The Management Committee appoints the members of the CLAS Academic Standards Board (CASB) which meets twice a year to oversee all educational aspects of the Society and submits proposals to the Management Committee for approval.

The members elected to the Management Committee at the AGM are Trustees of the Society. They may be approached by the Chairman to take a specific position on the Committee or they may have volunteered. On

becoming Trustees, they are acquainted with Charity Commission's documentation on their duties and responsibilities, as well as the Society's management documentation. The Trustees of the Management Committee are proposed, seconded, and elected by ballot at the AGM meeting in March each year at which the quorum is one twentieth (5%) of the membership. Election to the Committee is for three years. Potential Trustees are often co-opted to the Committee prior to their election so that they may become familiar with the operation of the Committee.

See Appendix B for a full list of members with specific roles for 2024/5. It is also recognised, and greatly appreciated, that so many of our members volunteer their time and skills in many ways to make CLAS a vibrant and active society.

Objectives, Activities and Achievements

The Aims and Objectives of the Society shall be to advance the education of the public in the practice, appreciation, and the use of all forms of calligraphy and lettering arts.

- a) The Society shall maintain and improve access to good teaching of calligraphy and lettering for all who want it and to establish an accreditation system for those who teach it.
- b) Establish and maintain a National Register of Teachers of calligraphy and lettering. This is done on the CLAS Website and a small booklet.
- c) Provide a national context of events, resources and representation and support for individuals, regional groups and other related societies.
- d) Increase public awareness by organising frequent exhibitions, establishing links with commerce and industry and by encouraging the commissioning, buying and using of calligraphy and lettering.
- e) Publish literature and provide support material to assist in the promotion and teaching of calligraphy and lettering.

The Trustees have regard to the guidance on public benefit issued by the Charity Commission when exercising their powers and duties to which the guidance is relevant.

These objectives have been fully met by planning and holding events and initiatives open to both members and non-members of the Society.

General Administration

CLAS has GDPR, Privacy & Cookies policies in place and is accessible to the public online or upon request.

Volunteers & Vacancies

At the time of writing, there are two vacancies for social media and marketing. These would be co-opted roles. There will be upcoming vacancies for the Edge later this year. Please contact Jane or look for details in the next Edge. We are always happy to take expressions of interest for any future vacancies. Expressions of interest to me by email please chairman@clas.co.uk or via our website www.clas.co.uk/volunteering

CLAS Chairman – Tony Woodhams

Thank you all for joining us at Regent's University for our 2024 Annual General Meeting and celebrating thirty years of CLAS. Our AGM serves several purposes; from an administrative stance, we are required to present our reports and accounts, vote on any constitutional changes, and appoint our trustees. For the past few years CLAS have sent out AGM packs with these reports and propositions by email, and so you will have had a chance to read through these in advance of the meeting. Printed packs are still available to any members who do not have email addresses.

Aside from the administrative side, our AGM is a chance to showcase the work of our members and Fellows, through Art & The Letter and our Fellow's exhibition, through the demonstrations and presentations, through displays of work from our educational programmes of the Certificates of Calligraphy, Specialist Skills Awards and Diplomas. It is an opportunity to catch up with fellow lettering aficionados, to get inspiration, and to purchase books and supplies in person rather than just online. It allows us to showcase our activities and for our members to talk to our committee members.

This year we are hosting a "Royal Room" with Tim Noad FCLAS and Ewan Clayton FCLAS, and our keynote speaker after lunch is Paul Antonio Attong on 3500 years of the Western Alphabet. Our demonstrators are Joy Daniels and Janet Smith, focusing on copperplate and family trees, respectively, and our Fellow in Residence is Cathy Stables FCLAS.

I would like to highlight a few areas from the committee reports, and Josie will later provide an overview of CASB's activities.

Looking back on the past 12 months, a few more regional groups have unfortunately closed. Where possible, we have offered help and support to affiliated groups, including matching mentors who can help and guide volunteers and organisers. And we realise that calligraphy groups are evolving, with some meeting exclusively online or not having a regional focus, and others which may be classed as 'micro' groups or not having a regular committee. To this end, we have recently reclassified "Regional Affiliated Groups" to be "CLAS Affiliated Groups", which we hope will strengthen our offering and reach more calligraphers. Should anyone wish to start a specialist group which could fall under this wider scope, or reform an old society, or would like to find a mentor if you're considering volunteering for a society and would like some advice, please do reach out to Barbara.

The Copperplate Special Interest Group will be stepping away from CLAS' Management Committee. The SIG has its own membership, accounts, newsletter, and programmes, and with the reclassification of CLAS' Affiliated Groups, it felt the right time for this change. They have been a great asset and highly skilled at promoting Copperplate, and we will continue to support each other. Copperplate is now an intrinsic part of our offerings, with the option to submit work for the Certificate of Calligraphy, a dedicated Specialist Skills Award, LiveOnline, and inclusion in the National Diploma for Calligraphy.

Our Festival was another success, with such variety of work produced, which you will have seen in the Edge. Although there will be no Festival in 2024, this allows plenty of time to prepare for 2025, with much of this already underway.

Our touring exhibition, Letters Hand Made starts in London next month, before moving to Wells in Somerset, Shrewsbury, and finally Halifax in the Autumn.

The Edge continues to offer interesting, inspiring, and educational articles, highlighting the work of many different styles of calligraphy and lettering arts; and updates on other activities through our email CLASNews. Our website continues to provide a useful resource of information about 'all things CLAS', and social media allows us to interact with a wider base, promoting CLAS and calligraphy in general.

This is a special year for CLAS and as a committee we offer our gratitude to all those who have gone before us; in particular those with the vision and ability to set up our society 30 years ago, those who have served on the various committees or volunteered and promoted CLAS for the past three decades. I was not around at the start, but some of you were here in the early days and know that you are all appreciated. We have commissioned Tim Noad to produce a commemorative work honouring 30 years of CLAS, which you can see here today.

On a personal note, I would like to offer my sincere thanks to everyone who contributes to the success of this amazing society; the management committee, CASB members, subcommittees, volunteers, tutors, Fellows, and members. It has been a pleasure working with you over the past 3 years.

I hope that everyone continues to support the organisation for many years yet and wish the incoming Chair and committee all the very best for a successful tenure.

Treasurer – Jenny Wholley

Receipts & payments for the year are shown in Appendix A, the position shows a net in year deficit of £6155. Despite 2023 being a year of increased cost across the board we remain in a good place financially. A balance of funds of £91k will support a full year of expenditure and allow for fluctuating receipts.

Our accounts package Xero continues to work well and the GoCardless Direct debit payments now sync automatically.

The introduction of Card payment to be implemented for membership renewals as the year goes on, through PayPal straight from the renewal email. (Members do not need a PayPal account to do this). I hope cheque paying members will consider using this option. Trying to find a bank to pay cheques in or queuing for ages in a Post office is very time consuming and the bank charges costly. Direct debit or bank transfer remain our preferred payment options.

The introduction of a card payment machine helped increase sales at the AGM and was also useful at Festival. It will now travel the country with the Exhibition.

The collection of the accommodation fees by festival venue leaving us just the course fees to process has continued to work well. Despite a good festival, it still ran at a loss.

Zoom continues to be a very useful tool, enabling LiveOnline classes and removing the need for the Management committee to travel for meetings, thus saving money.

We would like to thank Jo Sheehan who has kindly stepped up to be our Independent Examiner.

A summary of the balance sheet, payments and receipts will be submitted to the Charity Commission.

Membership – Meg Chapman

Current membership 798 including 31 free members.

Each month we are welcoming new members who have joined us with encouragement from tutors, groups and just our good reputation but old age with its inherent problems of ill health etc sadly continues to take its toll on numbers.

Nevertheless, we continue to give the best personal service we can and I have had many newbies writing back with their appreciation of our efforts.

CLAS Academic Standards Board – Josie Brown

Tutors and Talkers - Ann Mason

- The online Interactive Map and the Tutors and Talkers List are currently being updated and will be available soon.
- There is the addition of Adele Dark who has recently become an Accredited Tutor

Accredited Tutors - Josie Brown

- There have been two applications for Tutor Accreditation, one has been accepted - by Adele Dark who will be awarded her Certificate at this AGM, while the other is on its way to completion.
- Liz Barrow will be taking over the Accredited Tutors Officer role from March.

Certificate of Calligraphy - Angela Banks

- There were 27 entries in total for the November submission, of which 6 were Copperplate.
- There were only 3 non-UK entries.
- The highest mark was 98% (the Italic minuscules entry from Japan).
- The lowest mark was 56% (one of the Copperplate entries).
- An overall high standard of work: 18 achieved Distinction, 6 achieved Merit and 3 were Commended. None below Commended.

LiveOnline – Alejandra Gonaldi

CASB hopes to have the LiveOnline webpage re-designed so that not all the courses available online are bunched together, which can be confusing especially to new visitors to the site. The intention is to have a front page leading to three other areas: beginner/refresher courses, Specialist Skills Awards courses and the teaching skills courses.

Calligraphy Courses

- Three courses for calligraphy started in January, and two more are still open for booking running during March and April.
- The Angled Pen Uncial succeeded in January after being cancelled last September, and sessions on Thursday evenings, from 7 to 9 pm, were added to accommodate this extra course.
- Padlet is now in use for the LiveOnline courses, which has been received well by tutors and students.
- More promotion is needed generally, for all courses to recruit sufficient participants for them to be financially viable. Someone with marketing experience would be greatly appreciated – please contact LiveOnline.
- Fees for this academic year are £85 for CLAS members and £110 for non-members.

Course Schedule January – April 2024	
Jan - Feb 24	Mar - Apr 24
The following courses ran successfully:	Currently courses still accepting bookings are as follows:
Copperplate with David Simons	Roman Capitals with Margaret Morgan: Wednesdays 6/3/24, 20/3/24, 3/4/24, 17/4/24
Italic Capitals with Els Van Den Steen	Pointed Pen Uncial with Vivien Lunniss: Wednesdays 13/3/24, 27/3/24, 10/4/24, 24/4/24
Angled Pen Uncial with Liz Barrow	

New Courses for Teaching Skills

- Two new courses for teaching skills have been created and appear to be popular among our members. The Basic Teaching Skills started in January and has 10 students, being the maximum arranged for valuable feedback. The Teaching Online course will start in April, and is currently available to book on the website. At the time of this report, 6 places have already been booked.
- They are part of CLAS's charitable activities. CLAS Members will receive their fees back if they attend all sessions and complete the assignments on the courses. Non-members don't receive this benefit.
- The booking fee, to members, is £50 for the Basic Teaching Skills and £40 for Teaching Online.

Specialist Skills Awards – Ann Mason

- The new leaflet has been redesigned and an updated list of courses with mode of delivery details is now available on the website.
- SLLA Design with Margaret Morgan commenced in October 2023 and the final session takes place in June 2024 with the assessment date to be confirmed with the tutor.
- Sussex Scribes are currently doing Italics with Gaynor. Session 1 was in June and session 2 in September 2023. The 3rd one was in January and the last one will be in April. Assessment date to be confirmed.
- The new hybrid on-line Colour and Texture SSA with Jan Mehigan and Mary Noble is scheduled to begin in March 2024 and 8 zoom sessions have been agreed with the tutors; assessment to take place in September 2024. Currently the course has been advertised in CLASNews and will be further advertised on social media.

National Diploma – Satvik Garg

- There are five modular entries but only one other enrolment for 2024 at this time.
- The revised process for not charging candidates return postage as part of the enrolment fee, but invoicing them for accurate postage costs after the assessment instead, has worked well so far, with CLAS not having to cover any possible excess charges.
- There has been a loss against fees paid by candidates, due to CLAS funding the support videos last year and an increase in assessor fees, so CASB is currently looking at increasing the entry fees to cover these losses.
- Unfortunately, CASB has not yet had capacity to update the Diploma handbooks but the website does state various crucial updates.
- CASB would like to remind members that there are various support videos and documents available to prospective candidates on the website.
- The Diploma assessment day will be held in London this year, the date and venue TBA, and the number of assessors will be decided upon when all enrolments have been received.

Fellowship – Rachel Yallop

- There is one person wanting to start the process of becoming a Fellow. Mentors are being sorted out at the moment.
- There is a display of Fellows' works at this AGM.

Charitable Activities

- With the demise of several Associate groups this past year, the lack of local calligraphy classes and our increasingly aged membership – CLAS needs to recruit new, younger members. This is not just a UK problem – other countries are experiencing similar difficulties. CASB has tried to find a volunteer to take on the role of Education Liaison Officer to help promote what CLAS offers educationally to Adult Education and Art Centres, as well as Graphics courses in colleges and universities. Unfortunately we have failed to do so. However, discussions about lack of capacity in colleges and universities together with the absence of Adult Education “leisure” classes has resulted in a re-think about how worthwhile such a role would be. CASB, instead, is now suggesting that CLAS recruit a Marketing Officer with experience in social media and suggestions of how best to reach the uninitiated. Any suggestions/volunteers gratefully taken on board.
- CASB has developed and begun delivering the Basic Teaching Skills Course and the Teaching Online course – both of which have recruited well. These go towards CLAS' charitable activities as members will have their fees refunded if they attend all the sessions and complete the assignments. The intention is to enable more practitioners to teach and encourage calligraphy to a new audience and perhaps even gather new CLAS members.

Affiliated Groups – Barbara Alldred

Affiliated Groups are vital, not only do they provide an excellent range of courses delivered by excellent and highly skilled tutors, but they also encourage and nurture beginners, they organise social events for members to meet and share their enthusiasm for calligraphy and not forget mounting of Exhibitions around the country which are always a joy. It has therefore been deeply saddening to see some of our long established and renowned groups disband and disappear from the calligraphy scene. The reasons for this are many and varied and it is a sad fact that any groups are experiencing some of the same problems face by them. The common factors seem to have been lack of volunteers to take up key roles in their society and a fall in numbers of members returning to in person workshops post Covid. So that is the situation we now find ourselves in and have to take a long hard look at where we are and how we go forward from here. CLAS has been keeping an eye on this situation for a while and we have planned a few tweaks and changes for Affiliated Groups.

Removing the geographical context from the groups and renaming them, Regional Affiliated Groups would now be referred to as CLAS Affiliated Groups. Everything else would remain the same and we have checked that the group, Public Liability Insurance scheme would not be affected in any way by a change of name.

Affiliated Groups have always been autonomous, setting their own protocols and ways of working but it has occurred to us that as many groups are diminishing in size the traditional way of running a group with a committee and various officers taking on different roles such as Chair Treasurer, Secretary, Membership Secretary etc may no longer be appropriate. We already have several very small groups who operate very successfully with one, sometimes two people organising their group activities. If you are considering a change to this style of running your group or even starting up a new group to work in this way, I am sure one of groups would happily advise and share the benefit of their experience.

Without the geographical context Affiliated Groups could extend their remit to admit Special Interest Groups such as the Copperplate Special Interest Group and I have fond memories of the Little Bookmakers. If anyone has a specialist interest such as Bookbinding, Illumination, Art Deco, Heraldry, Family Trees the way has been opened for you to join the Affiliated Groups and become part of that network advertising your events to other groups via the registered group contacts, AG mailings, CLASNews etc. You would benefit from any eligible perks.

Micro Groups – there are many very small groups of calligraphers who are not part of an AG and CLAS intends setting up a new category of AG for those who have 12 members or less. These Micro groups would have a named contact which may or may not according to preference by the group be on the CLAS website. They would have access to all the news and mailings including CLASNews where they could share events, courses and news. You may be eligible for other benefits for Micro groups. The fee for this level of Affiliation would be £20.

There have been considerable societal changes post lockdown and as in so many areas of life and the calligraphy world has not been left unscathed by this. We now need to look where we are and decide how we are going to move forward. Change is inevitable and there are some exciting changes for us to embrace and though they are not everyone's cup of tea the emergence of online classes now forms a vast part of the calligraphy landscape. If we stand still we will go backwards, it is up to us all to make sure calligraphy survives for the next generation and Affiliated Groups have a key role in this.

We are looking forward to welcoming The Copperplate Special Interest Group as a new CLAS Affiliated Group and this will bring a new perspective to our Affiliated Group activity.

Thank you to the groups closest to our 30th Exhibition venues namely SLLA, Mendip Calligraphers, Shrewsbury Scribes and Calderdale Calligraphers who have agreed to help in stewarding and outreach for the duration of our Exhibition. Mounting an exhibition like this takes a huge amount of planning and sheer hard work to make it happen and we extend our thanks to all members who have stepped up to help.

We have a total of 32 affiliated groups. Of these groups 27 are Type A with PLI and 5 Type B groups, affiliation only. Three groups disbanded due to falling numbers and inability to recruit volunteers to help run their societies and sadly we lost Northumberland Calligraphers, York Calligraphers and Exeter Letterers and we hope that they will be able to continue calligraphy, perhaps forming some Micro Groups.

The sharing of information and Newsletters between groups continues and this is much appreciated. Many groups now have a mixture of in person and online workshops and I am often asked to circulate details of these which means all groups can participate in an online class wherever they live. A win-win for all concerned.

The Affiliated Groups Officer holds a list of mentors who are willing to give advice, support and answer questions to any group members who have a role in their group or are thinking of volunteering to take on a role within their group.

Finally thank you to all our groups who promote and celebrate calligraphy in their community.

Copperplate Special Interest Group – Alejandra Gonaldi

Membership The number of members is 129. The membership will be renewed in March 2024.

The cost will be £13 for members in the UK and £21 for overseas members as last year.

Activities The Mentoring scheme, by Heather McCombie, and the Envelope Exchange, by Joanne Taylor, are still working very well and are essential to the group's success.

Some students enrolled in the LiveOnline Copperplate course are currently being mentored through the CSIG scheme.

Finances The bank account has enough money to keep printing and posting the last newsletter, 2023.

Calendar The 2024 calendar has been printed and is selling well among our members. The group will take the calendars left to the AGM in March to offer them to the CLAS members and the general public.

Editorial Board – Jane John

the Edge : Four issues have been delivered to members 2023/4, including a Manuscript special in May - Janet's last issue as Commissioning Editor.

Jane John then took over the role for the August issue with an edition dedicated to inks and pigments.

We are always on the look out for thought provoking articles, please do get in touch via editor@clas.co.uk if you think you might have something of interest to contribute.

Our team of Jane (Commissioning Editor), Gail Mitchell (Copy Editor) Helen Scholes (Designer) and our proofreaders Susan Healy and Doug Adams have worked well together and deserve a mention for turning round the February issue well over 2 weeks before the deadline. With Christmas and New Year thrown in no mean achievement!

The role of Copy Editor is to be handed from Gail to Annie Jackson in the coming months, thank you Gail for all your invaluable work. We now also have a list of reserve proofreaders should either of our current proofreaders be unavailable.

Social Media – Sofie Baker

Our Instagram and Facebook pages help to maintain and grow the CLAS profile by building an awareness and engaging with our members and wider audience of followers. They provide an important resource for communicating and attracting an international calligraphic community. Social media has also proved invaluable for publicising our LiveOnline courses to a new audience. AGM and Festival postings always create a real buzz and offer a great opportunity to share what CLAS has to offer its membership.

Website – Anne Marie Delaney

The 2023 monthly average 'unique visitor' numbers to the website was over 4400 - which represents a 17% increase over the 2022 numbers. . The most frequently searched topics were the Foundation Diploma Handbook, Certificate of Calligraphy, Festival, AGM and Art and the Letter.

Visitors searches averaged 5 pages and the total number of website 'hits' for the year was just short of 1.4 million, underlying the Importance of the website for providing information to members and searchers alike.

The new webmaster will be taking over from the AGM, and with the new Chair I'm sure they'll be looking at additions or revisions to make to the website so watch out for them.

CLAS Festival 2023 – Lou Goolnik and Charm Brown

The Directors are very pleased to report that CLAS Festival 2023 was successful for both tutors and delegates alike. We had hoped to be at the Scarman Conference Centre at Warwick again but due to refurbishment there, we were sited at the Radcliffe Centre just across the road. There was a bit more walking involved between workshops and catering and bedrooms, but the food, drink and accommodation was still of a high standard.

We had two tutors rolled over from 2021 in the shape of Monica Dengo from Italy and Marina Soria from Argentina. Both ladies were definitely worth the wait. Joining them were Gemma Black from Australia, Lieve Cornil from Belgium and Josie Brown from Herefordshire. They gave us all a really great combination of workshops, taking many delegates, including we directors, out of our comfort zones! As per last year, we welcomed our overseas delegates again and it was really great to see old friends and make new ones whilst doing the thing we love.

This was our 3rd and last festival as directors, and we would like to thank everyone for making our tenure so interesting and fun.

CLAS Festival 2025

As you all know, we were having great difficulty handing over the baton to volunteer directors for the coming years, but at Festival 2023, Donna Deeks (a first time festival goer!) came forward to take on the job. The decision was made not to have the event in 2024 as time did not allow the organisation of it to occur.

Donna has now been joined by Janice McClelland to complete the team. And there will be a CLAS Festival in 2025. Details will be available later this year via brochure and the website www.clas.co.uk/festival. So watch this space.

We thank Donna and Janice for stepping forward to allow our wonderful Festival to continue and we trust it will be well supported in the future.

Report from the AGM Coordinator – Sarah Walker

The AGM 2023 was held on 4 March 2023 at Regents University in London. There were 178 registered participants in total and the feedback received was extremely positive, all members seemed to have thoroughly enjoyed the day.

Following the morning business meeting, participants were able to visit the CLAS Help Desks and seek advice on CLAS academic activities, tutoring and more. Gwyneth Hibbett and Mark L'Argent demonstrated their calligraphy skills, and Rachel Yallop, FCLAS, was the Fellow in Residence.

Attendees also had time to view both the physical and digital Art and the Letter exhibitions, and to shop for CLAS branded items and other calligraphy materials and books from our 'Take and Donate' table and the various pop-up shops.

Additional activities included the 'Where Art Meets Science' Digital Exhibition with compliments of The European Space Agency (ESA) - an inspirational selection of colourful satellite images of our living planet - and a super display from the CLAS Archives, looking back at how CLAS has evolved over time.

CLAS members also shared their top calligraphy tips to inspire others on the 'Top Tips' board.

To conclude the day, Colleen Curran gave a fabulous lecture on 'The History of the G Letterform'.

Finally, attendees were asked to complete a short survey regarding the CLAS AGM day:

- 49 participants completed the AGM survey.
- 36 Participants rated the venue as excellent – The Location is perfect for me to travel.
- 12 participants rated the venue as good – The location suits me to travel.
- 1 participant rated the venue poor – The location is far for me to travel.

The overall feedback regarding the organisation and activities was excellent and numerous suggestions/requests were given as topics of interest for upcoming lectures. The top five requests were:

1. History of Calligraphy
2. Royal Coronation Preparation / Manuscripts from Royal Collection
3. Bookbinding
4. Pointed Pen History
5. Copperplate Development
6. Gilding

When asked '*what are the most positive things that you will take away from AGM Day*', the top answers were:

1. Interacting/seeing people / Putting names to faces / Feeling part of a wonderful community / Friendships.
2. Exchanging ideas / Learning from others
3. Being inspired / Motivation to keep practicing / Motivation to enter next Art & The Letter
4. Well organised/planned day

There were only three negative comments and recommendations, which have been passed on to the relevant people:

1. Guest lecturers should speak more slowly.
2. The food queue was slow at the event
3. The quality of the food on sale at the event was poor

Report from The Art & the Letter Coordinator – Sarah Walker

The 27th Art and the Letter exhibition was held on 4 March 2023 during the AGM 2023. It was the second hybrid exhibition to be held, with a positive outcome.

45 pieces were received for the physical exhibition and 46 pieces for the digital exhibition. Most entries were from the UK, with 2 entries from Ireland and 1 from Hong Kong.

Categories 2023

- 15cm Squared was the most popular chosen category – 21 entries
- Versatility of the Pencil – 11 entries
- Quotes on Scientists – 8 entries
- Tone on Tone – 6 entries

Prize Winners

- Members Choice Winner of the Digital Art and the Letter Exhibition 2023 – Gwyneth Hibbett
- Members Choice Winner of the Physical Art and the Letter Exhibition 2023 - Gwyneth Hibbett and Celia Lister

- Most Promising Beginner- Julia Wilkin
- Most Promising Beginner Runner-up- Mary Fraser
- Most Technically Skilled- Liz Barrow
- Most Creative - Gwyneth Hibbett
- Highly Commended- Kate Gravestock and Elaine Gillingham
- Brian G. Walker Prize – Martin Holcombe.

Archive – Alison Allan

Regular updating of records such as certificate and diploma results and indexing the Edge has continued, as has the cataloguing of other physical and digital items. Consideration is being given to digitising various paper documents for their longer-term preservation. Material from the archive, particularly the Edge, has proved useful in providing historical background to the development of CLAS over the years.

LETTERS HAND MADE: The celebration of CLAS's first 30 years – Jeff Bailey

Our Letters Hand Made exhibition will open in only a few weeks' time, on 15th April, at Gallery 101 in the City of London in the shadow of St Paul's Cathedral. The other three venues for the exhibition – in Wells, Shrewsbury and Halifax – have been well publicised and hopefully as many CLAS members as possible will make the journey to see the 80 wonderful works which our members have produced.

The planning for an exhibition like this takes a great deal of time; we started the planning almost 2½ years ago and since then have had more than 20 sub-committee meetings. The organising team comprises Jeff Bailey, Barbara and Bob Alldred, Gwyneth Hibbett, Janice McClelland, Mary Noble and Jenny Wholley. In addition, we have been fortunate to have had the services of Nadia Chin who has been designing the exhibition catalogue and of Annie Jackson who has been proofreading it and exposing our glaring errors!

Please come along and support the exhibition at one (or more!) of the venues; many of the lovely exhibits will be for sale and in addition there will be the comprehensive catalogue, postcards and other goodies to buy.

5 – PROPOSALS

- i. None received from membership

6 – ELECTION OF TRUSTEES

All Officers are elected to serve for three years. Elected Officers become Trustees of the Society under the Charity Commission's rules.

Nomination for Trustees from AGM 2024

1. Chair	Sue Hodgkinson
2. Treasurer	Jenny Wholley
3. CLAS Academic Standards Board (CASB)	Josie Brown
4. Festival Director	Donna Deeks
5. Assistant Festival Director	Janice McLelland
6. AGM Coordinator	Sarah Walker
7. Exhibition Officer	Jeffrey Bailey
8. Membership	Meg Chapman
9. Affiliated Groups Officer	Barbara Alldred
10. Administrator	Dave Cowan
11. Archivist	Alison Allan
12. Webmaster	Mapet Enriquez

Co-options

1. The Edge	Jane John
2. Social Media 1	TBC
3. Social Media 2	TBC
4. TBC	TBC

Ex-officio Officers / Other Management Committee specific roles

1. Art & The Letter Organisers	Julie Tallant & Nicky Walker
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Co-options and ex-officio members are appointed by the Management Committee

7 – ANY OTHER BUSINESS

Any other business raised at the meeting.



APPENDIX A (1)
Receipts and Payment Accounts with Prior Year Comparison
 Year Ending 31st December 2023

Calligraphy & Lettering Arts Society (CLAS)			
Receipts and Payment Accounts with prior year comparison			
Year ended 31 December 2023			
RECEIPTS	Notes	Jan - Dec 23	Jan - Dec 22
A Voluntary income			
<i>Subscriptions</i>			
Non Gift Aided		15,186	16,058
Gift Aided		16,790	17,010
Gift Aid Tax Credit	1	4,401	<u>4,364</u>
		36,377	37,432
<i>Donations</i>			
Non Gift Aided		330	679
Gift Aided		24	<u>74</u>
		354	<u>753</u>
Total Voluntary Income		36,731	<u>38,185</u>
B Charitable Activities			
<i>Festivals</i>			
Fest' of Calligraphy 22		-	10,094
Fest' of Calligraphy 23	2	16,630	3,220
		16,630	13,314
<i>AGMs</i>			
AGM 22		-	1,895
AGM 23		2,075	270
AGM 24		390	2,465
<i>EXHIBITION</i>			
Exhibition 2024		765	
		765	2,165
<i>Member Sevices</i>			
Art & The Letter		745	-
Specialist Skills		-	150
Certificate fees	3	2,100	2,105
Diploma fees	4	1,252	1,236
Liveonline Courses	5	2,815	3,160
Tutor Accred' fees			
Unidentified Misc income			
		6,913	<u>6,651</u>
Total Charitable Activities		26,773	<u>22,130</u>
C Fund generating activities			
Affiliated Groups' PLI	6	1,789	1,968
Sale of goods		606	2,121
Total Fund generating activities		2,395	<u>4,089</u>
D Investment income			
CAF interest		614	45
CC Interest		233	232
COIF interest		2,259	<u>585</u>
Total Investment income		3,106	<u>862</u>
Total Receipts for the year		<u>69,005</u>	<u>65,266</u>
Payments for the year		75,160	71,083
Net of receipts /(payments)		<u>(6,155)</u>	<u>(5,816)</u>

Calligraphy & Lettering Arts Society (CLAS)
Receipts and Payment Accounts with prior year comparison
Year ended 31 December 2023

PAYMENTS	Notes	Jan - Dec 23	Jan - Dec 22
A Charitable activities			
Art & The Letter		443	141
CLAS Academic Standards Board		-	230
Certificate fees	3	1,773	1,054
Specialist Skills		2,629	
Copying & printing		383	252
Depreciation		-	
Diploma	4	1,920	1,792
Edge		14,450	13,456
Edge postage		10,009	8,147
Fest' of Callig 21		-	1,546
Fest' of Callig 22	7	2,080	17,997
Fest' of Callig 23	2	20,197	582
Exhibition 2024		1,138	139
Free calligraphy courses	8	-	-
Liveonline Courses	5	1,250	2,124
PLI (CLAS) insurance		682	648
Regional Day		-	
Stationery		46	85
General Expenses		1,347	
RAG Bursaries returned	-	634	7,000
Total Charitable activities		<u>57,712</u>	<u>55,192</u>
B Fundraising costs			
Goods for resale		255	279
Affiliated Groups' PLI premiums		1,861	1,967
Total Fundraising costs		<u>2,116</u>	<u>2,246</u>
C Costs of generating voluntary income			
Bank charges & Fees			
CAF		109	272
PayPal, Sumup & GoCardless		642	581
		752	853
Internet, Postage etc			
Internet - Other	9	1,980	2,130
Postage		915	1,337
Presentations		419	261
		3,315	3,727
Total Cost of generating vol income		<u>4,066</u>	<u>4,580</u>
D Governance costs			
AGM 22 exp	10	83	5,935
AGM 23 exp	11	7,786	3,130
AGM 24 exp	12	3,398	
Management Committee mtgs		-	-
Total Governance costs		<u>11,266</u>	<u>9,064</u>
Total Payments		<u>75,160</u>	<u>71,083</u>
Receipts for the year		69,005	65,266
Net of receipts/(payments)		<u>(6,155)</u>	<u>(5,816)</u>

Calligraphy & Lettering Arts Society
Balance Sheet with prior year comparison
As at 31 December 2023

	Notes	Jan - Dec 23		Jan - Dec 22	
ASSETS					
A Cash at bank and in hand					
CAF Current Account	13	3,543		6,682	
set aside bursary fund		-	3,543	2,500	9,182
CAF Gold		12,645		6,387	
CC Bank	14	20,465		<u>20,232</u>	
Revolut Prepaid card		<u>61</u>			
			36,714		35,800
COIF charities deposit account	15	40,345		46,604	
Exhibition Fund	16	8,862		10,000	
Sponsorship for beginners' class	17	<u>3,975</u>		<u>3,975</u>	
			53,182		60,579
PayPal		1,423	<u>1,423</u>		<u>923</u>
Total Cash at bank and in hand			91,318		97,303
B Other Current Assets					
Stock of Good for Sale		539	<u>539</u>		<u>794</u>
Total Current Assets			91,857		98,097
Total Value of Assets			<u>91,857</u>		<u>98,097</u>
CAPITAL RESERVES					
Opening balance of funds		98,097		103,913	
Net inflow / outflow of funds for the year		<u>(6,155)</u>		<u>(5,816)</u>	
Closing balance of funds			<u>91,942</u>		<u>98,097</u>
Value of funds at year end			<u>91,942</u>		<u>98,097</u>

NOTES TO ACCOUNTS

Year ended 31 December 2023

Accounting basis

Cash accounting method has been adopted as the basis for reporting from the year 2017 onwards. The figures in the financial statements represent the receipts and payments made during the year. Receipts and payments in relation to events taking place in a different accounting year are noted under the relevant headings. For the year ending 31 December 2023 total receipts were £69,005 and total payments £75,160, giving an in-year deficit of £6,155. In the year 2022, the position for the year was a deficit of £5,816. Funds available as at 31 December 2023 are £91,942.

Statement of Receipts

1. Gift-aid tax credit claim is made annually in January to HM Revenue and Customs for the accounting year ended in December previous. The two components in the claim are the tax credit due on the subscriptions from members who are taxpayers and have made a gift-aid declaration, and on sundry donations to CLAS that have been gift-aided.
2. For Festival 2023 income received of £16,630 with related outgoings of £20,197.
3. Fees for Certificate accreditation assessment of £2,100 were received from candidates, with related outgoings of £1,773.
4. Fees for Diploma accreditation assessment of £1,252 were received from candidates, with related outgoings of £1,920. The loss is due to new videos where expenses were paid.
5. Receipts of £2,815 have been received for The LiveOnline Certificate of Calligraphy courses and £1,250 has been paid to tutors.
6. Affiliated Groups PLI (Public Liability Insurance) of £1,789 represents the contributions from regional groups affiliated to CLAS towards the insurance premium borne by the Society.

Statement of Payments

7. Festival 2022. There were additional costs of £2,080.
8. No free calligraphy courses were run this year.
9. Costs for "Internet and Others" include the fees for maintaining the Society's website, and the purchase of a Pro-Zoom Licence with televised storage capacity for launching the LiveOnline courses. Zoom also is used for the quarterly Management Committee meetings.
10. AGM 22 late expenditure outgoings of £83.
11. AGM 23 income received of £2,075 with related outgoings of £7,786.
12. AGM 23 expenses of £3,398 represent the deposit and travel and subsistence costs for the management committee, helpers and speakers for the AGM gathering and deposit for the venue, Regent's Conferences & Events, Hyde Park.

Balance Sheet

13. CAF Accounts are historically the main operating and savings accounts for CLAS.
14. CC Bank Fixed term deposit account was reinvested at Maturity date 29/08/2023 for another 2 years. Expected Interest over Account Term: £2,100.56. This was opened to ensure all banks accounts were under the £85k FSCS limit and to get a better rate of interest.
15. COIF deposit account is the main account for holding funds due to slightly higher rate of interest earned on the deposits compared to holding funds with the CAF accounts. Attempts to find better interest rates came to nothing.
16. £8862 is left set aside for the 30th Anniversary Exhibition 2024. Expenses of £1,138 have already incurred.
17. CLAS sponsorship for beginners of £3,975 represents the balance after sponsorship of free courses of £375 were taken up in 2021. The fund is set up to assist beginners in taking part in calligraphy courses.

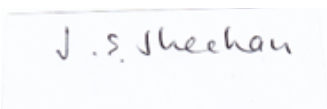
Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. The accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008, other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Joanna Sheehan

Relevant professional qualification or membership of professional bodies (if any): IPFA

Address: Silver Howe Marlborough Grove Ilkley LS29 8QE

Date: 22 January 2024

APPENDIX B



Management Committee Team Members 2024/5

Chair	Sue Hodgkinson	Trustee 1
Treasurer	Jenny Wholley	Trustee 2
CASB Chair	Josie Brown	Trustee 3
Festival Director	Donna Deeks	Trustee 4
Assistant Festival director	Janice McLelland	Trustee 5
AGM Co-ordinator	Sarah Walker	Trustee 6
Exhibition Officer	Jeff Bailey	Trustee 7
Membership Secretary	Meg Chapman	Trustee 8
Affiliated Groups Officer	Barbara Alldred	Trustee 9
Administrative Secretary	Dave Cowan	Trustee 10
Archivist	Alison Allan	Trustee 11
Webmaster	Mapet Enriquez	Trustee 12
The Edge	Jane John	Co-opted 1
Social Media 1	TBC	Co-opted 2
Social Media 2	TBC	Co-opted 3
TBC	TBC	Co-opted 4
Art & the Letter Organisers	Julie Tallant and Nicky Walker	Ex-officio

CLAS Academic Standards Board (CASB)

Chair & Representative on MC	Josie Brown
CASB Admin Secretary	Wendy Harris
Diploma Chief Assessor	Josie Brown
Accredited Tutors Officer	Liz Barrow
Live Online Administrator	Alejandra Gonaldi
Diploma Administration Officer	Satvik Garg
Certificate of Calligraphy Officer	Angela Banks
Fellowship Application Officer	Rachel Yallop
Specialist Skills Award Officer	Ann Mason
Tutors & Talkers Officer	Ann Mason
Standardisation Officer	Gaynor Goffe
Designer	Nadia Chin

Editorial Board

Commissioning Editor, <i>the Edge</i>	Jane John
Designer, <i>the Edge</i>	Helen Scholes
Copy Editor, <i>the Edge</i>	Gail Mitchell (Annie Jackson during 2024)
Proof-reader, <i>the Edge</i>	Susan Healy, Doug Adams
Printer Liaison	Gail Mitchell
CLASnews & Commissions Contact	Jan Sambell

30th Anniversary Exhibition Team


Representative on MC	Jeff Bailey
Other team members	Jenny Wholley, Bob & Barbara Alldred, Gwyneth Hibbett, Mary Noble, Janice McClelland, Annie Jackson

www.CLAS.co.uk

www.facebook.com/clas.co.uk/

<https://twitter.com/ClasArts>

[https://www.instagram.com/
clascalligraphyletteringarts/](https://www.instagram.com/clascalligraphyletteringarts/)



CLAS

30-YEARS