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## Annual General Meeting

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of the Association of Learned and Professional Society Publishers to be held online at  
14:00 BST on Wednesday 15 September 2021

### Agenda

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| 1. Apologies for absence   | Chair     |            |
| 2. Minutes of the Annual General Meeting held on 8 September 2020  | Chair     | AGM/2021/2 |
| 3. ALPSP Code of Conduct ( <a href="https://www.alpssp.org/code-of-conduct">https://www.alpssp.org/code-of-conduct</a> )<br>For Information. | Chair     |            |
| 4. Annual Financial Report   | Treasurer |            |
| a. Accounts for the year ended 31 December 2020<br>For information.  |           | AGM/2021/3 |
| b. To approve appointment of Auditors for the Association for the<br>year ending 31 December 2021.   |           |            |
| c. To approve Membership fees for 2022.  |           |            |
| d. To approve a discount on membership fees for organizations<br>based primarily in Low Income and Low to Middle-Income Countries.           |           | AGM/2021/4 |
| 5. ALPSP Council Membership  | CEO       |            |
| a. New Directors for 2022.   |           |            |
| b. Honorary Officers.  |           |            |
| 6. Annual Report   | CEO       |            |
| 7. Any other business  | Chair     |            |
| 8. Date of next AGM  | Chair     |            |



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## Minutes of Annual General Meeting of the Association of Learned and Professional Society Publishers held on 8 September 2020

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The meeting was held online on a Zoom Meeting at 14:00 BST.

### In attendance

Patrick H Alexander  
Lauren Atkinson  
Tashauna Brown  
Chris Burton-Brown  
Rod Cookson  
Emilie Delquie  
Sarah Faulder  
Sarah Fricker  
Paula Gantz  
Catherine Hill  
Jamie Humphrey

Ove Kähler  
Joan Marsh  
Dawn Melley  
Tricia Miller  
Niamh O'Connor  
Louise Peck  
Mary Purton  
Peter Richardson  
Louise Russell  
Emma Wilson  
Debbie Wilton

Wayne Sime (Chief Executive)  
Ruth Leighton (Finance Manager)  
Lesley Ogg (Conference & Events Manager)

### 1. Welcome and Apologies

Niamh O'Connor (ALPSP Chair) welcomed everyone to the meeting. Apologies had been received from: Andrew Stammer.

### 2. Minutes of Annual General Meeting held on 12 September 2019

The minutes of the 2019 Annual General Meeting were approved as a correct record by poll.

*Proposer: Jamie Humphrey*  
*Seconder: Lou Peck*

### 3. Amendments to Memorandum of Association, Articles and Byelaws

The revised wording to update the language and in particular regarding gender was approved by poll.

*Proposer: Patrick Alexander*  
*Seconder: Louise Russell*

#### 4. ALPSP Mission, Vision and Values

The adoption of Council's recommendation for the revised statement of ALPSP's mission, vision and values was approved by poll.

*Proposer: Peter Richardson*  
*Seconder: Sarah Fricker*

#### 5. ALPSP Membership Categories

The new category of Associate Retiree Membership for individuals not working actively in the scholarly publishing industry was approved. The proposed fee of £100 for 2021 was also approved.

*Proposer: Rod Cookson*  
*Seconder: Emma Wilson*

This was confirmed by poll.

#### 6. Annual Financial Report

##### a. Accounts for the year ended 31 December 2019

The accounts for the year ended 31 December 2019 were received.

##### b. Appointment of Auditors for the Association for the year ending 31 December 2020

The appointment of Myers Clark as auditors to the Association for the year ending 31 December 2020 was approved.

*Proposer: Sarah Fricker*  
*Seconder: Louise Russell*

This was confirmed by poll.

##### c. Membership fees for 2021

The proposal to freeze membership subscription rates at the 2020 level was approved, as detailed below.

Subscription band	Upper Band Limits Full Members: based on publishing expenditure Associate Members: based on gross revenue (before deductions)	Subscription rate 2021*
		GB £
1	£40k	£280
2	£120k	£445
3	£0.6m	£970
4	£2.3m	£1,340
5	£7.5m	£1,900
6	£20m	£2,760
7	£50m	£4,570
8	£100m	£6,440
9	Over £100m	£8,315

\* excludes VAT

*Proposer: Jamie Humphrey*  
*Seconder: Lou Peck*

This was confirmed by poll.



**7. ALPSP Council Membership**

**a. New Directors for 2021**

Two nominations had been received for the one vacancy arising 1 January 2020 and an election had been called. The AGM confirmed the results of the election:

Deborah Dixon, Oxford University Press was elected to serve a second term as an Ordinary Member of Council and Director.

**8. Annual Report**

Wayne Sime presented the annual report. The presentation is available on the ALPSP website at <https://www.alpsp.org/AGM-Content>.

**9. Any other business.**

There was none.

**10. Date of next AGM**

The 2021 AGM would be held on Wednesday 15 September 2021.

The meeting closed at 14:30 BST.



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## ALPSP Membership discount for Low Income Countries/ Low to Middle-Income Countries (LIC/LMIC)

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September 2021

As a founding member of C4DISC, ALPSP is committed to its principles and welcomes membership applications from a diverse range of organizations.

**C4DISC Mission and vision statements:** *The Mission of C4DISC is to work with organizations and individuals to build equity, inclusion, diversity, and accessibility in scholarly communications. The Vision of C4DISC is a socially just community that welcomes, values, and celebrates all who seek to contribute to scholarly communications.* <https://c4disc.org/>

The Membership and Marketing Committee would like to see ALPSP membership made much more accessible for lower-income countries.

The following benefits of doing this have been identified:

- Widen the reach and representation of ALPSP
- Increase membership
- Increase diversity and inclusion of membership, and the voices at ALPSP events
- Fit with the ALPSP mission and enhance the reputation of ALPSP in the publishing community
- Be proactive, in line with actions of other publishing organisations
- Enhance our offer to members from these countries
- Give access to publishing professionals in other regions, and in turn lead to a greater diversity of speakers/trainers

### The proposal

The AGM is asked to approve the introduction of a discount on ALPSP Membership fees\* based on staff numbers to organizations that are based primarily in Low Income and Low to Middle-Income Countries (LIC/LMIC)\*\*.

### How the discount will be applied

An organization will apply for membership in the usual way and select the appropriate subscription band. If the organization is based primarily in any of the countries within the World Bank listings, it will be eligible for a discount. Based on the number of staff, it will qualify for the following discount:

Staff numbers	Fee discount
1-10	65%
11-20	50%
21-30	35%



Example: If an organization applies for full membership at subscription band 1 and it has fewer than 10 staff, it will receive a discount of 65% on its subscription fee. The full rate for band 1 is £280 pa. Once the 65% has been applied, the fee will be £98.00.

It is envisaged that the majority of applications will be from smaller organisations in the lower bands. In principle, however, the same scale can be applied to all the membership bands.

Membership Band	No. of employees	Discount to be applied	Full rate per annum (2021 rates)	Discount to be applied	Discounted rate
		%	£	£	£
1	1-10	65	280	182	98
1	11-20	50	280	140	140
1	21-30	35	280	98	182
2	1-10	65	445	289.25	155.75
2	11-20	50	445	222.50	222.50
2	21-30	35	445	155.75	289.25

\*See current membership bands here: <https://www.alpssp.org/How-to-Join>

\*\*ALPSP will be using the World Bank classification <https://data.worldbank.org/income-level/low-and-middle-income?view=chart>