## **Shaftesbury Arts Centre**

## Minutes of Directors' Meeting held on 15th October 2018

**Directors Present:** Jenny Parker (Chair), Ruth Drewett, Sue Cadmore, John Cadmore, Caroline Hughes, Sandra Trim,

Others: Val Baker, Geoff Spencer.

No.	Subject	
No. 1.	Open Session: Richard Neale discussing options for Phase 4 and options to manage roof leaks.  1. Sealant 2. Patching 3. Over cladding 4. New roof Concerns regarding asbestos discussed. Richard reassured the Directors that if roof is over clad it would be safe. Richard suggested we over clad the roof and then in about 6 years' time replace the roof as the finances would be healthier as the loan would have been paid off. Richard also presented the Directors with the idea that we become VAT registered so that we could claim VAT for building works. Access to the rear of SAC very poor would have to limit use of auditorium for the time of building works. How long would we want this for? Japanese knotweed removal requires extensive digging which would need to be carried through the building. Possibility of burning. There will need to be an archaeologist on site. Richard presented different options: 1: Create dance studio circa £25,000 if we build this we would have made a substantive start on building and we can retain planning consent and then take time to consider what we want to achieve. 2. Complete all excavation, knotweed, archaeology, build basement and ground floor. This would create large dressing room, create a costume workshop/store £250,000 3. This would involve partially excavation, create stage workshop but the knot weed would not be eliminated. 4. Construct half the extension in region of £250 - £300,000 5. Construct half the extension and new dance studio -£300,000 6. Something else entirely, has the vision changed? Richard suggested we need some strategic direction and we need to decide what it is that we actually want. We need a collective ownership of the project and should give impetus for future fundraising.	
	Geoff suggested hard copies to take to next week's Monday meeting. 22 <sup>nd</sup> October 2018. Directors suggested slight alteration of presentation.	
2.	Apologies for absence: Rick Longfoot, Kevin Harrison, Amber Harrison. Richard Lloyd	
3.	Approval and signing of minutes:  Amendment GS not GP on treasures report  Minutes of the last meeting were then approved and signed.	
4.	Matters Arising: 5. Gift vouchers now have a time limit of 2 years 6. TIC sell very few memberships 8. John Parker is going to sort out planning permission for dishes on the roof	

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	9i. Gallery heater on site and will be installed imminently.	
5.	Treasurer's Report: Geoff brought the treasurers report to the meeting. Once the loans are paid off there is some profit and the fundraising is separate. September figures were presented with explanations. A letter of thanks needs to be sent to Chairman of Dorset Drama League. Letter of thanks has been sent to Shirley Allum for sum of £2,000 raised for SAC. through the Fashion show.	JP
6.	<b>Tesco</b> We have been awarded the opportunity to benefit from blue disc collection in Tesco November and December.	
7.	Sponsors Keri thought it would be good for the Film society to be sponsored by a company and Directors we would be happy for Keri to move forward with this. GS mentioned using Facebook to ask companies for sponsorship, this is to be put on the Agenda for the next meeting.	JP
8.	Reports Gallery Heater has arrived for Gallery; tea towels have been bought for Snowdrop festival. Membership Numbers look positive. Buildings	JP
	We need more members with an interest, experience and knowledge of buildings to become part of the buildings committee.  External Bookings  Rick submitted report detailing the upcoming bookings.  Room Hire	
	Discussion ensued about membership status of some of the groups who are hiring rooms. Members of groups should also be members of SAC.  JP to email Rob White regarding the insurance status of volunteers who are not members.	JP
9.	Chairman's Business Arrangements for meeting 22 <sup>nd</sup> October 2018 Presentation followed by refreshments and then continue discussion. Bar is needed if possible and nibbles provided by JP.	
	Recognition  Maggie Pierce is no longer press officer, however Jeanette Hardiman has taken over that role. JP to write a letter of thanks.  JP presented cards of recognition to JC for years of hard work behind the bar and to SC and for years of providing ice creams.	JP JP
	Fringe Request Fringe want to use the apron of the stage for the fringe. It would be good in principle but it is a week before the summer performance. However, MAD may agree to one day if arranged far enough in advance. JP to email Steve. JC mentioned that if dates of fringe are known early enough the Summer performance could be moved.  AOB	
	Caroline questioned the use of mobile phones in theatre. Directors agreed to make it a policy to stop people using them during performances for filming.	

Date of Next Meeting	
19 <sup>th</sup> November 2018 at 6:30pm	