

Shaftesbury Arts Centre

Minutes of Directors' Meeting held on 22nd May 2017

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

Others: Val Baker

No.	Subject	
1.	Open Session: 3 members of the Art Group Vivian Rudd, Unity Sparrow and Su Cuff were welcomed. They introduced different aspects of the Art group including the finances. Vivian mentioned that the Art group doesn't always appear on the website. JP suggested that they send details of tutors to Amber. They agreed to have a Private View at their next show. Invitation to Creative Writing group to attend next Open Session.	RL
2.	Apologies for absence: Amber Harrison, Kevin Harrison, Richard Lloyd, Pete Ryley.	
3.	Approval and signing of minutes: Minutes of the last meeting were approved and signed.	
4.	Matters Arising: <ul style="list-style-type: none">• June 6th JC will be at SAC and will arrange for tables to arrive.• JP has applied to Hall and Woodhouse for £3000 towards upgrading the sound system to cater for 'Live Feed'. It would also benefit film, music and drama.• SC suggested that there is a working group held to make seat covers for the seats with holes to prevent people making the holes larger. Val will research contact for Upholstery of seats in Longcross.• Amber is creating a leaflet for Raise the Roof Appeal and will bring it to next Directors' meeting.• KH has now included a short message on the tickets, that we have a limited number of booster seats and suggesting people bring their own.	JC VB AH
5.	Treasurers Report: Treasurers reports were received for 'Under Milk Wood', 'Raise the Roof' and Income and Expenditure. 'Under Milk Wood' generated record sales for a Spring production!	
6.	Raise the Roof project: Progress Report We now have full planning permission approved without any reservations, including listed buildings consent. Julian Richards will conduct the archaeological survey. Request that sheds are removed to allow the survey to take place. Financial implications are minimal at this stage.	

7.	<p>Reports Report received from KH: Membership is very stable. VB presented room hire report. Profit for March stands at £2,707.50 and £ 753.50 for April Fundraising: Cabaret is very nearly fully booked. Film Society: No changes to the offices. Henry Merrit stepped down from the committee after 12 years. Please could Directors send a letter of thanks. Building Committee: Not met this month. Could fire door have a sensor as it was found left open. Gallery: Portrait of Shaftesbury awaiting entries. Gallery remains very successful. Exhibition of children's work from Shaftesbury School clashes with production of 'Wind in the Willows'. Would it be acceptable to allow exhibition to take place for 3 of the same evenings as the show? Discussion ensued. JC suggested moving the bar upstairs for 3 nights. Problems will be explained and a solution agreed on.</p>	JC
8.	<p>Open day Saturday 10th June Should more groups be included in the Open Day? JP expressed the view that we need to showcase what is truly available at the SAC including groups that require payment to participate. Volunteers needed for tours.</p>	JP
9.	<p>Chairman's business Security is paramount and doors must not be wedged open. Ad In the Fringe programme Wind in Willows ad to be included in Fringe advertising. Chamber of Trade David Perry of the wine shop now Chairman of Chamber of Commerce keen to give a profile to SAC in High Street. He suggested using the Christmas tree holders for flags. JP to speak to Sophie regarding flags for Wind in the Willows. FOH and Ice Cream It was agreed that an ice cream or a drink would provide a small benefit for FOH volunteers, these could be consumed at the end of the interval. Prices are going up in the bar in line with prices from the wholesaler from 23rd May Price of ice cream will go up to £2.00 from 1st June</p>	JP
	<p>AOB Chris and Mike Sims wish to retire from Box Office and Front of house duties in July. They will be missed. Their retirement after 50 years should be marked in some way. CH suggested having the volunteer book out and available on Open day CH asked if we could have a book where we write faults or repairs. JP will purchase a red maintenance book.</p>	JP
10.	<p>Date of Next Meeting Monday 19th June 2017</p>	