

Shaftesbury Arts Centre

Minutes of Directors' Meeting held on 18th February 2019

Directors Present: Jenny Parker (Chair), Sue Cadmore, John Cadmore, and Richard Lloyd.

Others: Val Baker, Geoff Spencer,

| No. | Subject | |
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| 1. | Open Session none | |
| 2. | Apologies for absence: Ruth Drewett, Caroline Hughes, Kevin Harrison, Amber Harrison, Caroline Hughes, Rick Longfoot, Sandra Trim and Lester Taylor It was decided to go ahead with the meeting despite the large number of apologies and no major decisions would be taken. | |
| 3. | Approval and signing of minutes: The minutes were approved and signed Date to be altered from 18 to 19 | |
| 4. | Matters Arising: 4(i) planning permission for the dishes had been granted. 4. Painting the Rutter room had commenced. 5 VB, JP, Rick L, and GS had met to try and rationalise the difference in price between Bookings and Hirings Gallery sign CH has this in hand and sign will go up in due course. New position for banners was questioned as they could be open to vandalism 6 The Way Ahead document would be revisited when the board was up to full strength and new members settled. | CH |
| 5. | Financial matters: Treasurer's Report: GS presented his report. Coffee machine, West Country vending had finally replied after 5 months giving 3 options. i) Terminate agreement cost £1.602 ii) Refinance machine replace existing agreements for a 3-year period reducing costs from £247 to £168 monthly. iii) Leave as it is. JP expressed disappointment that some members had actively discouraged use of the machine leading to its underuse and resulting loss in revenue. There are already an average of 77 cups sold a month and she would try to encourage more use of the machine in order to make it more cost effective. Prices It may be time to look at prices. Film Society and M&D prices have not gone up since 2011 while costs are steadily rising and membership remains very good value. Insurance GS is getting insurance for the new Live Streaming equipment. Request from GS that technicians should order their own equipment and send in the invoice so that no mistakes are made. Gazebo Fees The Marketing group had requested permission to pay to have a space at Gold Hill Fair and other events. All agreed PRS/Film Society request Auditorium seating be limited to 150 for films to keep us in a lower PRS bracket. Programme Distribution Ask Amber is she can supply us with a list of where programmes are distributed. SC thinks she does not get one in Boundary Road. | JP JP |

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| 6 | <p>AGM arrangements JP would provide nibbles and ask Jerome to open the bar. We would offer a free glass of wine, beer or soft drink to those attending. There are three spaces on the board. Rick Longfoot has resigned as he is unable to get to meetings but will continue to arrange bookings and attend as ex-officio if needed. Three members are standing for re-election and three new applicants, Karren Burkett, Alec Chase and Rosie King hope to fill the vacancies. JP will provide a display of the plans for phase 4 that clearly show the way forward.</p> | JP |
| 7. | <p>Meeting with Caretaker VB, CH, JP, and KP met with Dave Wareham to discuss the growing use of the building and thus the extra amount of cleaning required. CH and KP provided a schedule for the Gallery that DW agreed to work to, and would continue to work closely with VB concerning hirings. CH would look into nicer fittings for the toilets. DW requested better arrangements for storage of his equipment and that M&D should be responsible for tidying up after rehearsals. The board felt that the installation of timed lights should be investigated.</p> | CH JC |
| 8. | <p>Live streaming update The dishes will be fitted tomorrow 19 02 19 Extra equipment is being bought. RL is in communication with Motcombe and seeking projectionists.</p> | |
| 9. | <p>Reports Gallery reported highest takings for Welcome 19 and Snowdrops for 3 years. KP requested a sink under the tap in the Gallery kitchen. JC will contact Cliff Skey Hirings VB reported new weekly hirings, Junior workshop, Mother and baby yoga, a 4th Pilates group and linocut workshop. Sadly, card making has finished due to the ill health of Fiona's mother. VB requested help with Fringe bookings next year and permission to raise the price of hiring the Rutter room to £100 for live shows. Agreed</p> | JC |
| 10. | <p>Chairman's business Library Following the success of the Nutcracker cast visit to the library, Susie Judd would like to develop a close relationship with the Art Centre Display Screen The Friends meeting house had offered us a screen but it was thought storage would be a problem. Town Hall chairs. We have first refusal on existing chairs when they get new ones. Posters More help needed with distributing posters. Phase 4a A meeting with Richard Neale on Thurs 21st to make decisions on dates, flooring finishes and soundproofing.</p> | |
| | <p>Date of Next Meeting 18th March 2019 at 6:30pm</p> | |