

## MINUTES OF THE LSA TRUSTEES MEETING 1<sup>ST</sup> JUNE 2015

### **Present:**

Clive Engwell, Tony Cartwright, Bryan Kelly, Alison Chantrey

**Apologies:** James Callaghan, Nikki Monday

CE welcomed everyone to the meeting.

### **1. Previous minutes**

The minutes of the meeting held on 18<sup>th</sup> March 2015 were approved.

### **2. Matters arising and chair's comments:**

#### **a) Althorpe Studios**

CE reported that Bob Cunliffe, LSA member and Althorpe Studios resident had been working hard on drawing up accounts for Althorpe Studios. There was still some work to be done and it had become apparent that there were problems with cash flow, which needed to be resolved. It was, therefore, probably not an appropriate time for the LSA to join with Althorpe Studios.

#### **b) Special General Meeting**

Following the SGM, the LSA Constitution had been updated. It was agreed that all trustees should have a copy.

**Action: AC**

### **2. Treasurer's report:**

TC reported that the LSA currently had £4447 in its current account. The £4k donation from some years ago was still in the reserve account. Of the money in the current account, £2k was a grant for Art in the Park (AIP). ArtSpace 42 was due out shortly and would cost approximately £1.5k to print and distribute.

It was anticipated that AIP would have net costs of approximately £2.5 – 3k (which was a significant reduction on 2014), with some possible extra costs for posters, etc. The balance in PayPal was £3540, the majority of which related to AIP bookings. AIP was therefore regarded as being in good financial health.

The directors of Gallery150 had recently met and, although they had not given up hope of establishing a new gallery in town, it was felt that there was a diminishing chance of finding anywhere suitable. Consideration was being given to winding up Gallery150 and transferring the assets (expected to be approximately £10k after bills) to LSA. However, David Haedicke was looking into the possibility of ceasing trading, but maintaining ownership of the Gallery150 brand. A decision from the directors was expected within the next couple of weeks.

TC suggested that the Gallery 150 assets might be used to help LSA further its objectives by providing bursaries or similar. A proposal would be put to the AGM.

### **3. Membership:**

AC provided a written report on membership numbers and renewals. Total membership had again dropped since the previous meeting. It was likely that this was a result of closing the gallery on Livery Street, partly because some members had joined specifically to make use of the gallery, but also because it was not so easy to call into the gallery to pay membership fees or pick up copies of forms.

HMRC had responded to the request for guidance on gift aid and had indicated that LSA was not able to claim gift aid on membership fees as members received too many benefits.

There was some disagreement as to whether this was actually the case, but AC was clear that she was not willing to submit gift aid claims on the LSA's behalf.

The flyers produced shortly before Gallery150 had closed were out of date. It was proposed to produce an updated flyer in time for AITP and then for the summer show. CE reported that Malcolm Waterhouse had already been primed to update the flyer. AC would liaise with him.

**Action: AC**

AC reported that the Royal Mail re-direction service would expire on 2<sup>nd</sup> June. It was agreed that AC should renew for a further 3 months (the minimum available). It was anticipated that by then the East Lodge address would be in use.

**Action: AC**

### **4. 2015 AGM**

It was agreed to hold the AGM at 7.30pm on Monday 6<sup>th</sup> July 2015. This would be a joint LSA and Gallery150 AGM. AC would enquire whether the hall at St Mary's Church was available.

The AGM notice would need to go out by 15<sup>th</sup> June and nominations for officers would need to be received by 22<sup>nd</sup> June. In the meantime, an email would be sent out to members asking for volunteers and letting them know the date. It was noted that the position of Chair, Secretary and, possibly, Treasurer were vacant and that some succession planning was required.

**Action: AC**

### **5. Summer Show**

It was reported that plans for the summer show were well in hand. CE had arranged with Warwickshire College that the screens, which the LSA had donated, would be available. CE had also arranged for the screens, which the LSA had donated to Spencer's Yard some years ago, to be borrowed for the show. Bookings were open and a few people had already signed up.

It was agreed that TC would arrange flyers to promote the show, which could then be distributed through exhibitions at Open Studios.

**Action: TC**

### **6. East Lodge**

CE reported that there had been a slight delay because the bank had insisted on an additional signature before providing a reference to WDC. The application had been submitted and all documentation provided to WDC. CE was awaiting a response.

### **7. Art in the Park**

The next meeting of AITP volunteers was being held on 2<sup>nd</sup> June at the BID Leamington offices. Preparations were well in hand.

#### **8. ArtSpace 42/Website/Art online**

ArtSpace 42 was due to go to press at the end of the following week. Kaleidoscope was again doing the printing and distribution.

It was noted that Kaleidoscope also had a web development group (nettl), which was opening an office on Warwick Street, Leamington shortly. Work was required on the LSA website, but a volunteer from amongst the membership would be sought before considering paying for professional web development services.

Little progress had been made with populating the Henley and Blue website with images. TC suggested that trustees should email their images to Malcolm Waterhouse to be put up on the website as the formal registration process was a little complicated. Once the site was better populated it could be drawn to LSA members' attention.

#### **9. Other Business – Studios at Bread and Butter**

CE had produced a draft proposed announcement for LSA artist studios to be offered at the Bread and Butter Café in Regent Street. Committee members were asked to comment on whether LSA should proceed to finalise the arrangements and offer these studios to members. The proprietor of Bread & Butter, Mary Noone, had asked that LSA should manage this project. CE to send copy of draft to all, and members were asked to express their view by return.

**Action: CE**

#### **10. Next Meeting:**

The scheduled meeting of 10<sup>th</sup> June was regarded as too soon. It was subsequently suggested that a short meeting, to OK the accounts and AGM arrangements, should be held on Monday 22<sup>nd</sup> June (ie 2 weeks prior to AGM). Members to advise CE. Venue to be agreed later.

END.