

MINUTES OF THE LSA TRUSTEES MEETING 18TH MARCH 2015

Present:

Clive Engwell, James Callaghan, Tony Cartwright, Bryan Kelly, Hilary Roberts, Alison Chantrey, Nikki Monday

Apologies: Kate Livingston

CE welcomed everyone to the meeting.

1. Previous minutes

The minutes of the meeting held on 28th January 2015 were approved.

2. Matters arising and chair's comments:

a) Althorpe Studios

CE reported that he had requested the accounts for Althorpe Studios for the trustees' consideration in relation to the proposed merger. These were not yet available, but it was reported that gross sales were £17k and there was a small surplus of approximately £60. Althorpe Studios was registered with HMRC for Gift Aid etc., but was not yet registered with the Charities Commission. Given the level of income, formal registration as a charity would be required. There seemed to be enthusiasm for a merger with LSA.

b) Summer Show

CE reported that he had written to Warwickshire College enquiring about using their space again for the summer show. He had also provided a copy of the ArtSpace article from 2008, when the show had been held jointly with AMA. CE had discussed the possibility of a joint show with the AMA chairperson, but it was unlikely that either AMA or LSA would want this.

It was agreed that a co-ordinator was required to organise the summer show and that KL should be asked to take on this role. There was a general desire that the show should return to a high profile event with VIPs, judges and prizes. The hope was that KL's costs and those of any prizes could be covered through sponsorship. To this end, an approach should be made to Aspect Financial Consultants and/or to the Gallery 150 accountants. Efforts should also be made to link in with Art in the Park, perhaps by exhibiting the winning exhibits in the LSA marquee. TC would speak with KL to agree costs.

Action: TC/KL

c) Art in the Park

The next meeting of the AITP committee was taking place next week. There was some unease that LSA was losing control of the event and that it was important to have a LSA marquee with beautiful art, good signage and recruitment literature at the event. This would require a co-ordinator and it was agreed to approach KL to ask her to take this on, working with a sub-group.

Dave Lewis would be drawing up the layout of the event. Carole Sleight had organised a number of performances, which would not be charged for. 30 online bookings, at a total charge of approximately £1800 had been made. The marquee would cost £1900 and the town trust fund had agreed a £2000 grant. Carole was charging £15/hr and had invoiced £200 before

Christmas and a further £600 now. TC would discuss her total costs with her and would initiate a regular meeting to monitor progress and expenses. It was agreed that AITP should be included as a regular agenda item at future trustee meetings.

It was agreed that consideration would be given to members of LSA getting preferential rates at future AITP events.

Action: TC/KL/CE

2. Treasurer's report:

TC reported that the LSA currently had approximately £8.5k in the bank. £4k was the donation for studios, £2.5k was in the current account and £1.9k was in the PayPal account. The next issue of ArtSpace was due out in May, with its associated printing and distribution costs.

3. Membership:

AC provided a written report on membership numbers and renewals. Total membership had dropped since the previous meeting. It was not felt that this was a direct result of closing the gallery on Livery Street and that it was too early to worry about a fall in numbers.

A response from HMRC about Gift Aid was still awaited.

4. Special General Meeting

A draft notice of the special general meeting had been circulated for discussion. TC had suggested amendments, which AC would incorporate.

It was noted that the constitution required 1/10th of members to attend a special meeting for it to be quorate. It was agreed to propose an additional amendment to the constitution to allow online voting in future.

Online voting would not be constitutional for the upcoming meeting, but it was agreed that TC would put together an online survey to seek members' views on the proposals. These views could help to inform the meeting when reaching decisions.

It was noted that 26th March was the latest date that the notice could be given for the 16th April meeting.

Action: TC/AC

5. Gallery 150

The directors were still looking for gallery space, but with the expectation that they would need to pay some rent in order to provide some continuity.

It was agreed to hold a future discussion about aligning the composition of directors (trustees) of Gallery 150 with the trustees of LSA.

6. East Lodge

CE reported that there was strong support amongst some district councillors for LSA to take on East Lodge. There would be an opportunity for all the trustees to view the lodge at 2pm on Thursday 19th March with the council Estate Manager Chris Makasis. CE had already broached the idea of a reduced rent with Mr Makasis, but had been told that a market rent would be expected. Action 21, the current leaseholders, had been paying £5k. Negotiations should include a request for an initial rent-free period.

The expectation was that LSA would need to make a formal application, with business plan and bank account evidence to occupy the building. A significant amount of work would be required in preparing to occupy the building and that it was too much to expect the lead role for this to be of a

voluntary nature a. It was agreed, subject to the viewing the following day being successful, to ask NM to take the lead in organising the move for a fee, working with a sub-group of CE, TC and AC. TC would discuss the financial arrangements with NM. It would be necessary to move forward with the application for East Lodge ahead of the Special General Meeting in April.

There was some disquiet that the demand for studio space was unknown. It was agreed to include a question in the member survey to ask whether they would be interested in renting space.

Action: TC

7. ArtSpace:

TC reported that previous issues of ArtSpace were now available through Issuu. He was impressed by the social media links available and was generally pleased with the site. As hard copies of issue 41 had sold out, it was agreed that it should be put online (with links to Art in the Park) even though the new issue was not yet available.

TC requested that CE and Dave Phillips provide a full distribution list for non-members so that sufficient copies are printed and an appropriate letter could be drafted to accompany the distribution in May. ACC volunteered to manage the distribution list.

It was agreed that an ad for the Summer Show should be included in issue 42.

Action: EC/TC/ACC/KL

8. Trustee Resignation

HR tendered her resignation as secretary and as a trustee of LSA.

9. Other Business

CE reported that Mary, the owner of Bread and Butter, had suggested that the upper floors of her building could be used for artist studios. It was agreed to ask KL and JC to take a look at the space to see if it would be appropriate.

Action: JC/KL

10. Next Meeting:

29th April 2015