

LEAMINGTON
STUDIO *Artists*

MINUTES OF THE MEETING OF THE TRUSTEES 12th June 2018

Trustees Present:

Tony Cartwright (TC) (Treasurer), David Haedicke (DH) (Secretary), Alison Chantrey (AC) (Membership Secretary), Meurig Hughes (MH), David Phillips (DP)

Present By Invitation:

Cathy Black (CB), (Manager, East Lodge). The Trustees welcomed Cathy Black as the new manager for East Lodge. CB expressed her thanks for being offered the position and provided some comments about her background and expected approach to taking on the duties of the EL Manager position.

Apologies:

Soolie Burke (SB), James Callaghan (JC), Morgan Forth (MF)

1. Selection of Chair for meeting

The Trustees chose AC as Chair for the meeting.

2. Approval of Minutes

The Trustees approved the Minutes for the meeting on 15th May 2018.

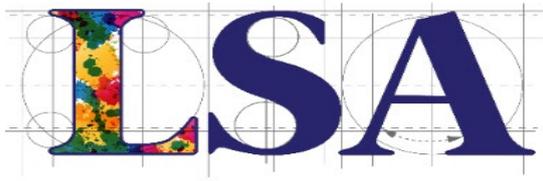
3. Treasurer's Report

TC reported that the cash balances before contingency funds were approximately £750 more this month than when last reported in April. However, he noted that several bills have not yet been paid and will lower the balance significantly, including bills for ArtSpace 48, Art In The Park 2018, the utility bill for East Lodge, and interior decorating at East Lodge. There also continue to be cheques used to pay artists that have not yet cleared the bank. Nevertheless, TC noted that the balances in the accounts should remain high enough to provide opportunity to undertake new activities in fulfilling LSA's Objectives. In thinking about potential new activities, DP suggested a program for acquiring Members' art and CB suggested a free walking trail around Jephson Gardens. No decisions were made about this matter during the meeting.

AC reported that contacts with past donors about using Gift Aid were still on-going. MH offered to follow up with Veronika Park concerning her donation.

ACTION: AC, MH

TC and DP reported that some funds have been received from sales of extra copies of ArtSpace 48 but not significantly so. Further sales opportunities will occur during Art In The Park.



**MINUTES OF THE MEETING OF THE TRUSTEES
12th June 2018**

4. Membership Report

AC reported the following:

Current paid-up members:	290
Facebook followers:	651
Twitter followers:	565
Instagram followers:	163

AC reported that the artwork from Members for use on banners around the site of the bandstand in the Pump Room Gardens has been received and adapted for use. Ten to twelve Members will be represented on the banners. She is awaiting contact and follow up from Warwick District Council, who are responsible for the actual banners.

5. Events Report

MH reported that there had been 634 visitors over the two weeks of the CWSA exhibition, with sales of £1,090. He thought the show had been very successful and gave particular congratulations to the volunteers stewarding the event and to SB for her work in organizing the volunteers. Of the art sales, £129 was for card sales. MH suggested resuming card sales at East Lodge as an ongoing matter but no decision was made in that regard at the meeting pending further consideration of practical challenges for managing such card sales.

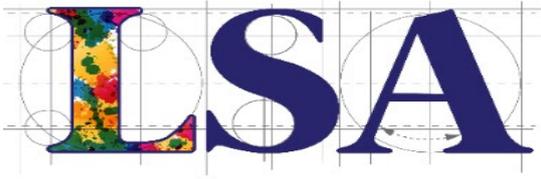
MH noted that various planning opportunities had been missed in connection with the CWSA exhibition, mainly as a result of the changeover in the East Lodge Manager position. TC offered to revisit the booking contract to see if it could be improved and to circulate revisions to the Trustees.

ACTION: TC

AC reported that preparations for the four artists showing at East Lodge as part of Warwickshire Open Studios were complete, except that the artists need to sign their booking contracts. The artists made their booking commitment for East Lodge through Paypal but this did not include a booking contract.

ACTION: AC

AC and TC reported on preparations for Art In The Park 2018, noting that Tony Dobson, Jenny Chan, Roger Chamley and Lis Mann will be in the Celebration (main) marquee for LSA as practicing artists. AC reported that AITP itself will co-host the party at the Celebration marquee on Thursday evening but that the basis for sharing of costs is still being developed. AC is drafting the invitation for VIPs to attend the party and AITP will send the



**MINUTES OF THE MEETING OF THE TRUSTEES
12th June 2018**

invitations out. Security for the event has yet to be decided upon. East Lodge will be open during the party and guests at the party will be encouraged to visit East Lodge during the evening.

ACTION: AC, TC

AC reported that four artists had taken spaces at the April ArtsFair outside M & S in the Royal Priors and that there had been a small financial loss arising in connection with this ArtsFair. Due to WOS and AITP and other events during the summer, the next ArtsFair will not be until September.

The Trustees discussed SB's success in establishing contact with Peter Ormerod for press releases. MH requested TC to look into creating a cache of photos of events on the LSA website for use in various PR activities and press releases. MH offered to sound out a prospective press officer for LSA.

ACTION: MH, TC

AC introduced two proposals that had previously been circulated to the Trustees, one for a process of booking shows and exhibitions at East Lodge 9 to 12 months in advance by September 1 of each year, and the other for resuming the annual Summer Show at Warwickshire College School of Art in lieu of mounting three annual shows at East Lodge. See attached proposals. The Trustees were supportive of the proposals. AC will promulgate the September 1 date to the Members through the Newsletter and will further investigate the possibility of the annual Summer Show at the College.

ACTION: AC

TC reported that planning for *Journeys of the Waste Land* project for the late autumn continues. He will put an application for entries on the LSA website and a paper-based one at East Lodge. One booking has already been received. MH reported that anecdotally there seems to be the intent on the part of several artists to make bookings for the exhibition.

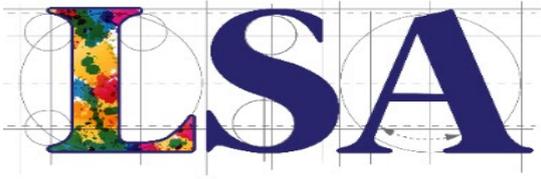
ACTION: TC

6. ArtSpace

TC noted that the draft letter to VIPs that SB had initiated for edits by other Trustees requires further action. He will review the drafts again and circulate to Trustees. DH offered to review and comment on the draft as well.

ACTION: TC, DH

DP reported that the next issue of ArtSpace will be published in September and will be followed by an issue to be published in time for Christmas.



LEAMINGTON
STUDIO *Artists*

MINUTES OF THE MEETING OF THE TRUSTEES 12th June 2018

7. East Lodge

MH reported that the external refurbishment work undertaken by Warwick District Council was nearly complete. AC reported that the internal decoration work being undertaken by David Troughton has just started and will include redecorating the kitchen.

TC reported that he is reviewing LSA's insurance coverage under the current policy, which is due for renewal in June. He will confirm our public liability coverage for events in which we take part, e.g., Art In The Park.

ACTION: TC

8. Other Business

MH reported on ongoing relationship matters with the Tourist Information Desk at the Pump Room Gardens in view of the recent loss of Marianne Sharpe. MH also reported on member Bryan Kelly's selection to be included in the annual Summer Show by the Royal Academy in London. The Trustees voiced their unanimous congratulations to BK for his selection.

DH reviewed the planning dates for the AGM on July 18, noting that the current Trustees, all of whom must resign prior to the AGM since the LSA Constitution provides only for one-year terms for Trustees, should notify him by email prior to June 28 if they would like to stand for re-election as Trustees. Similarly, if any of the Trustees standing for re-election will be standing for election as an officer (Chair, Treasurer, Secretary), that, too, should be notified to DH by June 28. DH and AC will then notify the members on June 28 of those Trustees standing for re-election and invite nominations for new Trustees to be submitted to DH by July 4. The notification to members will include the instruction that nominations for new Trustees must utilize the nominating form that will be available on the LSA website and in paper form at East Lodge. The entire slate of prospective Trustees and Officers will then be distributed to the members on July 4 along with instructions for voting electronically by July 18 or in person at the AGM.

9. Next meeting

The next meeting of the Trustees will be on Tuesday, July 10 at East Lodge at 1 pm.