



MINUTES OF THE MEETING OF THE TRUSTEES 18th APRIL 2019

Trustees Present:

Soolie Burke (SB), Tony Cartwright (TC) (Treasurer), Alison Chantrey (AC) (Secretary), David Haedicke (DH) (Chair), Meurig Hughes (MH) and David Phillips (DP).

By invitation: Cathy Black (CB) (Manager, East Lodge)

Apologies:

James Callaghan (JC), Hilary Roberts (HR) and Graham Snape (GS).

1. Welcome

DH welcomed everyone to the meeting.

2. Minutes

The Trustees approved the Minutes of the meeting held on 19th March 2019.

3. Financial Position

a. LSA's Cash Position

TC reported that the invoice for ArtSpace 50 and the water bill had been paid since the last meeting and the cash position was down almost £800. The major outstanding commitment was for the marquee bookings at Art in the Park. He had identified the possible opportunity to reduce costs through a review of utility providers.

TC would now produce the end of year accounts for presentation to the AGM.

ACTION: TC

b. East Lodge Manager Funding

CB reported that additional income had been realised through workshop bookings. There was further interest in bookings in the evening, but these were dependent on a 9pm park closing time, but it was still unclear when the closing time would change.

Much of the potential funding opportunities were waiting for the outcome of the PR committee's work. TC had previously provided examples of where additional funding might be achieved, but it was agreed that baseline figures were required in order to measure progress with, for example, an increase in membership. TC would provide a baseline/outline for the May meeting.

ACTION: TC

CB pointed out that she had been in post for nearly a year, which had been her original commitment. She would continue in the East Lodge Manager role until she found paid employment, but in the meantime it would be wise to plan for the future to allow a handover/shadowing period with her replacement.

SB indicated that she would be willing to take on the EL Manager role, but not the book keeping. MH also indicated that he would be willing to assist. SB and MH would produce a table of tasks which were currently carried out by CB, identify which they would each carry out and where there were gaps. This would be brought back to the next trustee meeting.

ACTION: CB, SB, MH

MINUTES OF THE MEETING OF THE TRUSTEES 18th APRIL 2019

c. Contact with Business Schools

GS had sought clarity from the meeting on what he should indicate to Business Schools would be asked of a student on placement. There was a discussion about the difference between a longitudinal role and a short term project. Concern was expressed that there would not be the capacity to mentor more than one or two students. It was agreed that DH would discuss the matter with GS.

ACTION: DH

4. Membership Report

a. Current membership numbers

HR reported that the current membership was 316.

5. Events/Exhibitions

a. Photography & Digital Images/Sculpture & 3D Opens

CB reported that Tony Cartwright's *Democracy* and Paul Joyner's *Freedom* won the People's Choice Awards for the LSA Annual Open Photography & Digital Images and the Sculpture & 3D Opens.

b. Sonia Bublaitis and Ian Antony-Paul

CB reported that sales in the current exhibition were strong.

c. AITP 2019

AC reported that AITP would join with LSA in hosting a party on 1st August to launch the Festival. AC would meet with Carole Sleight and David Clargo to make arrangements.

d. Young Artists Competition

AC reported that the Young Artists' Competition had been launched and was being co-ordinated by Chan Uppal. A flyer had been shared on social media and emailed to several schools in the area. Sponsorship for the competition had been promised by Chrome Yellow, Picturesque and WH Smith, Leamington.

Chan had asked the trustees to consider whether the competition should be opened up to students from further afield, in particular from Solihull Academy. However, it was agreed to maintain the requirement that entrants should be living or studying within the CV postcode area, as outlined in the competition rules.

e. Temperance Exhibition

AC reported that she had arranged with Adrian Gains to hold an LSA exhibition at Temperance during September 2019. Temperance would not charge for hanging, but there would be a 20% commission on sales. The exhibition would run from 1st to 29th September. The exhibition needed a co-ordinator.

f. School/Community exhibition plans for 2020

AC reported that she had not yet made progress with this.

g. Annual Open 2020

AC had identified a potential venue for a combined 2020 Open exhibition, but it was agreed that it did not meet the LSA's requirements. It was decided that the possible

MINUTES OF THE MEETING OF THE TRUSTEES 18th APRIL 2019

use of the Town Hall or special exhibitions room at the Art Gallery & Museum should again be explored. SB would contact David Guiding in relation to the Town Hall and AC would contact the curators at the Art Gallery & Museum.

ACTION: SB, AC

h. Social media, marketing and products workshops

CB reported that new member Garima Dhawan was proposing to deliver a series of workshops for artists on using social media and how to develop products using their designs. The trustees were very supportive of the proposal. It was agreed that a new TV should be purchased to allow presentations to be made at East Lodge. Garima would be encouraged to make a booking at East Lodge and LSA would help with raising awareness of the workshops.

ACTION: CB

6. Marketing & PR

a. Report from the PR Committee

DH reported that the PR committee had not yet met, but would be holding a meeting in late April/early May.

b. Press Officer vacancy

AC reported that the person who had expressed some enthusiasm for the press officer role had not been in contact since. In the meantime an approach had been made by a student who had recently written for ArtSpace and wanted to volunteer further. It was agreed that DH would follow up her enquiry.

ACTION: DH

7. ArtSpace

a. Publication of ArtSpace 50

ArtSpace 50 was published in March. Copies were posted to members and distributed to VIPs and were now on sale in Chrome Yellow, at East Lodge and at Waterstone's. Many thanks to the ArtSpace team for all their work.

b. Sale of ArtSpace through retailers

SB reported that she had negotiated a sale fee with Waterstone's and delivered 10 copies for a trial period. Thank you, Soolie!

c. ArtSpace continuity planning

DP reported that interviews were taking place at the end of April for a new editor and producer of ArtSpace.

d. ArtSpace 51 plans

DP reported that ArtSpace 51 would be forwarded to the printers at the end of June. SB reported that she had written an article on the success stories of LSA members Veronika Pock, Jenny Chan and Elliot Minor.

8. East Lodge

a. Garden Studio Vacancy

CB reported that the current studio holder had secured funding for a further year and would therefore like to withdraw her notice. It was agreed that she had made a very positive contribution to East Lodge and to LSA and that the trustees were delighted that she could stay.



MINUTES OF THE MEETING OF THE TRUSTEES 18th APRIL 2019

b. Matters arising from Stewards/volunteers meetings

SB reported that the most recent meeting had resulted in a number of suggestions. A new role of bubble wrap was to be purchased along with paper bags for card purchases. These would carry the LSA logo. Other suggestions included the installation of a fixed donation box, a video on the website for each exhibition and photographs of artists in the programme.

c. Footfall Statistics

CB reported that the March footfall had been 1510. This was up significantly from 962 in 2018.

d. Handrail to front steps

SB reported that listed building consent had been agreed for the addition of the handrail and that she had contacted WDC asking for details of when it would be installed

9. Proposal for New Backboards

TC sought initial approval for the purchase of new “backboards” for use at Art in the Park and other events. He had purchased an example to test its strength and durability. The committee supported the suggestion. TC would present a full proposal for the next meeting.

ACTION: TC

10. Other Business

a. PAT Testing

CB reported that all the electrical items at East Lodge had been PAT tested. The TV a light and the fridge had failed. It had been possible to fix the fault with the fridge, but the TV and light were to be disposed of.

b. Disposal of printer and TV

TC suggested that as the TV needed to be disposed of and no one had expressed an interest in the large printer in the basement, inspite of offering it to members in the newsletter, that payment should be made to have them removed from East Lodge.

ACTION: CB

11. Next meeting

21st May 2019, 1pm at East Lodge