

LEAMINGTON  
STUDIO *Artists*

**MINUTES OF THE MEETING OF THE TRUSTEES  
18th May 2017**

**The meeting commenced at 10:15 am at East Lodge**

**Present:**

Trustees: Kate Livingston (KL) (Chair), Tony Cartwright (TC) (Treasurer), David Haedicke (DH) (Secretary), Alison Chantrey (AC) (Membership Secretary), David Phillips (DP)

**By Invitation:**

Chris Freegard-Elmes (CFE) (Manager, East Lodge)

**Apologies:**

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

**1. Welcome**

KL welcomed everyone to the meeting and noted Apologies from SB, JC and MF.

**2. Approval of Minutes of previous meeting**

The Trustees approved the Minutes for the meeting on 20<sup>th</sup> April 2017.

**3. Treasurer's Report**

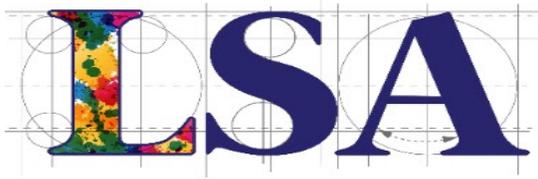
TC reviewed LSA's financial status, using a report with that name (see attached). Bank account balances at 16<sup>th</sup> May 2017 were, in the aggregate, £15,940, a deterioration of £726 from 19<sup>th</sup> April 2017. The deterioration was due to payments from the East Lodge account for electricity and gas, rent and prizes for the Annual Exhibition for Sculpture and 3D. TC noted the successful conclusion of negotiations with Ecotricity over bills for gas and electricity for the year to 4<sup>th</sup> March 2017. Ecotricity's total billing for that period now amounts to £1,766.

**4. Membership Report**

AC reported that there are now 257 members, an increase of 5 from April 2017. She also reported that there are 464 'likes' on Facebook for the LSA website.

**5. Matters arising**

- a. **Coordination with other arts organizations—links on LSA website to websites of other organizations**—TC reported that this project is



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ongoing. AC said that she would add Coventry & Warwickshire Society of Artists (CWSA) to the schedule of other arts organizations.

**ACTION: TC, AC**

**b. Staffing, marketing materials for table at June 2017 Peace Festival:**

- i. Staffing**—AC said that there were no volunteers yet to staff the table at the Peace Festival. She will include another call for volunteers in the next newsletter.
- ii. New LSA flyers**—AC showed the draft of the updated flyer for distribution at the Peace Festival, Art in the Park and other events. The Trustees were unanimous in approving the updated flyer.

**c. Standing invitation to ArtSpace Editor to attend LSA Trustee**

**meetings**—KL noted that it had not been convenient for the new editor to attend the April Trustees' meeting but that we should notify the editor and extend an invitation for the June meeting. DH to contact the editor in that regard.

**ACTION: DH**

**d. New rates for membership-- rationale for discussion to be used at**

**the AGM**—TC noted this was still in progress and that he will circulate a draft before the June meeting. DP said that he continues to be concerned that the increase in membership rates will result in a reduction in members once it goes into effect at 1 July.

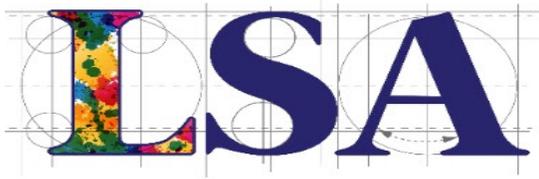
**ACTION: TC**

**e. ArtSpace—Karen Parker and new editor of ArtSpace to be contacted about approaching University of Warwick to take ads in ArtSpace—**

DP noted that this was still in progress but looked forward to resolution prior to the next issue of ArtSpace which should be published shortly before the beginning of Art In The Park 2017.

**ACTION: DP**

TC moved that the Trustees extend a special thanks to Karen Parker for initiating and maintaining the East Lodge blog. The Trustees unanimously agreed and extended their thanks to KP for her work on the blog.



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- f. **ArtSpace--suggestions and 'teasers' for use by LSA website in connection with the pre-Christmas issue of ArtSpace**—DP noted that this project is in progress and should be ready for the pre-Christmas issue of ArtSpace.

**ACTION: DP**

- g. **Relations with Jephson Gardens-- contact John Holmes from Jephson Gardens about improving the Notice Board just outside East Lodge and including East Lodge information on the Notice Board**—SB is in charge of this project and, having sent apologies, will address at the June meeting.

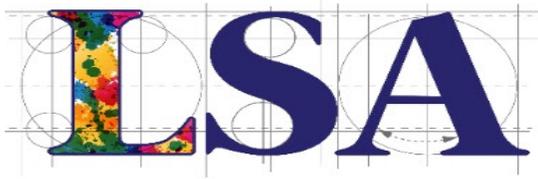
**ACTION: SB**

- h. **Use of shared calendar**—AC reported that a link to the calendar has been sent to all Trustees. She will send the link again and consider protecting it.

**ACTION: AC**

**6. ArtSpace**

- a. **Ad for East Lodge**—AC distributed a copy of the advertisement for East Lodge that she had developed. DP suggested that Malcolm Waterhouse and Clive Richards review the design of the ad and then include it in the next issue of ArtSpace. They will not change the content drafted by AC. AC will send the draft ad to Malcolm Waterhouse.
- b. **VIP circulation list**—TC noted this project is in progress. He requested input from the Trustees as to who should be included and that this item should be considered in more detail at the June meeting.
- c. **Revenue enhancements for ArtSpace**—DP said that at this point he has focussed on obtaining a continuing advertisement in ArtSpace by the University of Warwick. The status is as noted at 5.c., above.
- d. **2017 publication schedule**—DP reported that there will be a Summer issue of ArtSpace that will be published just prior to Art In The Park and a Fall/Winter issue that will be published prior to the holiday season in late November or early December. Two publications per year as a target is as discussed at the ArtSpace Committee meeting on 7<sup>th</sup> April attended by KL.



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A third issue might be published in the Spring but that will be determined by resource availability.

### 7. East Lodge (CFE)

- a. **Update on Annual Sculpture and 3D Open Exhibition**—CFE reported that the Exhibition had gone well and that Helen Godwin had been awarded the People's Choice prize.
- b. **Update on May 17 open coffee session**—the May coffee session was attended by 5 or 6 members and continues to seem like a worthwhile idea to CFE.
- c. **Update and feedback on East Lodge blog**—see item 5.e, above.
- d. **Letter to studio holders about workshops**—AC reported that a letter had been sent to all studio holders discussing rules for limiting noise and people traffic during workshops and similar events hosted by them. The letter appears to have been well-received.

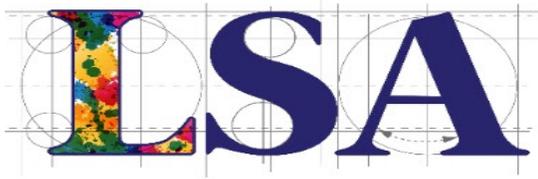
CFE reported that Gabrielle Rucinski (GB) will leave her studio at the end of June 2017. (GB subsequently provided a letter to the Trustees discussing her reasons for departure from her studio.)

CFE and KL requested that the contract with studio holders be updated to reflect the rules surrounding workshops hosted by studio holders.

The Trustees thanked CFE for helping to manage the relationship with the studio holders through the period during which the rental rates were increased (effective 1<sup>st</sup> July) and that new rules were announced regarding workshops.

### 8. Contact from the National Citizen Service

DH summarized the NCS contacts with LSA regarding LSA hosting an NCS event during the summer. The Trustees decided that more information concerning the event would be helpful in determining whether LSA would be a host. DH will contact NCS (Caroline Higgins) to clarify whether LSA is an appropriate organization for the type of event that NCS typically hosts, whether



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LSA's small size is likely to be a problem and how LSA would benefit from hosting an event.

**ACTION: DH**

### 9. Update on Art In The Park 2017

AC noted that she will contact the artists signed up for the LSA marquee at AITP 2017 to obtain the information needed for inclusion in the AITP catalogue. TC suggested that an effort be made to 'dress up' the LSA marquee for the event.

### 10. Update on ArtsFairs

AC reported that the June ArtsFair will take place on 24<sup>th</sup> June from 9 am to 2 pm and will continue to be in the Pump Room Gardens alongside the Farmers Market.

### 11. Planning for the AGM on 13<sup>th</sup> July

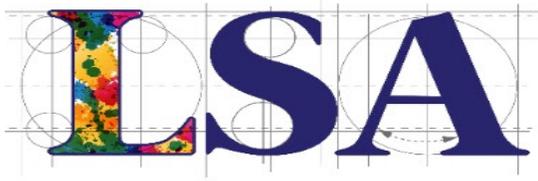
DH reviewed the various steps and deadlines in connection with the upcoming AGM, using the attachment to these Minutes as a framework for discussion.

The Trustees also agreed that it would be useful to send a Survey to the Members prior to the AGM. The Members could use the Survey to request that certain matters of particular interest to them be discussed at the AGM. TC offered to draft a Survey form and circulate it to the Trustees prior to the June meeting.

**ACTION: TC**

### 12. Other business

- a. The Trustees agreed with CFE's proposal to offer the exhibition space at East Lodge to the studio holders at the end of May/beginning of June as a replacement for Morgan Forth's exhibition which has been withdrawn.
- b. DP suggested that the Trustees encourage talks by artists exhibiting or working in studios at East Lodge. He also suggested developing a program wherein artist Members would offer to visit Members' personal studios to critique those Member's work and to offer suggestions for improving the work.



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- c. The Trustees approved a request by TC for a new credit card to add to the East Lodge Visa debit card.

**The meeting adjourned at 12:15 pm.**

**Next meeting: 22<sup>nd</sup> June 2017. Location tbd.**